



6:30 p.m. - Ladder Truck Display (Outside City Hall)  
EDA Meeting - Immediately Following Regular Meeting

**CITY COUNCIL AGENDA**  
**Wednesday, August 8, 2012**  
**7:00 p.m.**  
**Coon Rapids City Center**  
**Council Chambers**

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**Open Mic/Public Comment**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Adopt Agenda**

**Approval of Minutes of Previous Meeting(s)**

July 17, 2012 Work Session  
July 17, 2012 Regular Meeting  
July 17, 2012 Executive Session  
July 23, 2012 Special Meeting  
August 1, 2012 Work Session

**Consent Agenda**

1. Authorize Execution of a Joint Powers Agreement with the State of Minnesota and Anoka-Ramsey Community College for Security Services for 2012-2013
2. Cons. Resolution No. 12-87 to Accept the Donation of Monies from Target Corporation for Night to Unite Activities
3. Cons. Resolution 12-89 Approving Submission of a Proposal to Continue the Partnership with the Fridley and Spring Lake Park/Blaine/Mounds View Fire Departments for Hazardous Materials Response Services Contract with the Minnesota Division of Homeland Security and Emergency Management

**Reports on Previous Open Mic**

4. Open Mic Report - Jerry Pierce, 12236 Partridge Street NW, Debate, Open Mic, and Construction Issues
5. Open Mic Report - Christine Ferris, 2961 114th Avenue NW re: Ordinance Amendment to Allow the Keeping of Chickens within the City

**Public Hearing**

6. Cons. Economic Development Assistance to Windfall Medical, LLC, 3789 Coon Rapids Boulevard:
  - a. Public Hearing, 7:00 p.m.
  - b. Cons. Resolution 12-86 Authorizing the Economic Development Authority to Expend Tax Increments in the Form of a Grant to Windfall Medical, LLC

### **Old Business**

7. Cons. Resolution 12-82 Amending the Comprehensive Plan from Office to Moderate Density Residential, Patricia J. Jordan, Southeast Corner of Woodcrest Avenue and Egret Avenue, PC 12-6
8. Cons. Adoption of Ordinance Amending the Zoning Map from Office to Moderate Density Residential, Patricia J. Jordan, Southeast Corner of Woodcrest Avenue and Egret Avenue, PC 12-7
9. Cons. Adoption of Ordinance Increasing the Maximum Driveway Width in the LDR2 Zoning District and Establish a Definition and Standards for Off Drive Parking Areas

### **New Business**

10. Cons. Approval of Site Plan, North Suburban Eye Specialist Office Building, 3789 Coon Rapids Boulevard, PC 12-14
11. Cons. Approval of Site Plan, Mercy Hospital Office Building, Northwest Corner of Blackfoot Street and Coon Rapids Boulevard, PC 12-13
12. Cons. Resolution 12-88 Appointing an Acting City Manager

### **Other Business**

13. Response to Graffiti Concerns

### **Adjourn**



**City Council Regular**

**Meeting Date:** 08/08/2012

**SUBJECT:**

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**Attachments**

7-17-12 Work Session

7-17-12 Council Minutes

7-17-12 Executive Work Session

7-23-12 Special Meeting

8-1-12 Work Session

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## **UNAPPROVED**

### **COON RAPIDS CITY COUNCIL WORK SESSION OF JULY 17, 2012**

A work session of the Coon Rapids City Council was called to order by Mayor Tim Howe on Tuesday, July 17, 2012, at 6:00 p.m. in the Council Chambers at Coon Rapids City Hall.

Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders, and Scott Schulte

Members Absent: None

Others: City Manager Matt Fulton, Assistant City Manager Matt Stemwedel, Public Services Director Steve Gatlin, Community Development Director Marc Nevinski, City Clerk Cathy Sorensen, Finance Director Sharon Legg, Fire Chief John Piper, Neighborhood Coordinator Kristin DeGrande, Community Development Specialist Matt Brown, Planner Scott Harlicker, City Engineer Tim Himmer

### **CALL TO ORDER**

Mayor Howe called the work session to order at 6:00 p.m.

### **1. 2012 COMMUNITY SURVEY RESULTS**

City Manager Matt Fulton introduced Bill Morris of Decision Resources, Ltd., who shared the results of the 2012 Community Survey.

Mr. Morris reviewed the results, highlighting areas such as City Demographics, Quality of Life Issues, City Services, City Taxes, City Government, Public Safety, Commuting Dynamics, Park and Recreation System, Coon Rapids Community Center Proposal, and Communications Issues.

Mr. Morris noted that streets and rising crime seem to be the issues of most concern, adding that the impact of crime was twice as high as the impact of street repair. He shared that City services were in the top quartile and that high taxes did not seem to be a key concern, and that respondents placed a high value on the services they received. Mr. Morris said there is a reservoir of good will shows a good solid group trusts the judgment of the City over the next few years and that as decisions are made the Council will still have a fairly good amount of support in general which allows for a little more leeway than in other communities.

Mr. Morris said the community center received support as compared to the survey five years ago but that respondents would prefer a more non-aquatic center that supplements the lifestyle of residents. He stated that overall this was a solid survey that showed trust levels are very high compared to other communities and that in general people are satisfied with Coon Rapids and expect that to continue into the future.



Councilmember Klint inquired if the demographics of the respondents have stayed the same since the last survey. Mr. Morris stated that although this is a random survey the data reflects that demographics have remained consistent since 2007.

Councilmember Sanders asked if any comments shared regarding a possible library within a community center could have been swayed because the City already has a library. Mr. Morris replied that no one stated that exactly but that respondents wouldn't prefer a library in a community center.

Councilmember Johnson said the survey seems to show support for a community center but added the desired features ranged quite a bit. Mr. Morris agreed, stating the center's features will determine what your support level will be.

Mayor Howe thanked Mr. Morris and Decision Resources for the report and their work in survey, stating they looked forward to utilizing the data.

#### OTHER BUSINESS

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There was no other business.

#### ADJOURN

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Mayor Howe adjourned the work session at 6:52 p.m.

Respectfully submitted,

Cathy Sorensen  
City Clerk

## **UNAPPROVED**

### **COON RAPIDS CITY COUNCIL MEETING MINUTES OF JULY 17, 2012**

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#### **OPEN MIC/PUBLIC COMMENT**

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Alan Williams, 10744 Yellow Pine Street, commented on Our Future Minnesota's presentation during the June 19, 2012, Open Mic portion of the meeting. He said there were discrepancies in some of their information with regard to timelines for evictions and unlawful detainers. Mr. Williams said he disagreed with the group as he felt the responsibility should be placed on those who went into foreclosure and not on the banks.

Jerry Pierce, 12236 Partridge Street, requested the Council hold a televised debate to report on the City's accomplishments over the last six years. He referred to the recent candidate forum and Councilmember Klint's comments on Open Mic procedures, stating the current procedure takes away people's rights to comment. Mr. Pierce asked if the Council was aware of construction problems with the police garage facility or Firestone and commented that the citizens are not well informed as stated in the recent citizens' survey.

Christine Ferris, 2961 114<sup>th</sup> Avenue, requested the Council consider changing the ordinance to allow the keeping of chickens within the City. She said she would like to have five hens in her back yard for egg gathering and to provide a learning opportunity for her children as well as Cub Scouts and Girl Scouts, good learning experience. Ms. Ferris said she understands the concerns but would be willing to discuss this further with Council or staff and answer any questions they may have.

Councilmember Sanders said Ms. Ferris is not the first person to request this ordinance change and said Council may wish to discuss this topic at a future meeting.

#### **CALL TO ORDER**

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The first regular meeting of the Coon Rapids City Council for the month of July was called to order by Mayor Tim Howe at 7:15 p.m. on Tuesday, July 17, 2012, in the Council Chambers.

#### **PLEDGE OF ALLEGIANCE TO THE FLAG**

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Mayor Howe led the Council in the Pledge of Allegiance.

#### **ROLL CALL**

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Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders and Scott Schulte

Members Absent: None

ADOPT AGENDA

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MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

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JUNE 12, 2012, WORK SESSION  
JUNE 19, 2012, WORK SESSION  
JUNE 19, 2012, EXECUTIVE WORK SESSION  
JUNE 19, 2012, COUNCIL MEETING

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MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER LARSON, FOR APPROVAL OF THE MINUTES OF THE JUNE 12, 2012, WORK SESSION MEETING. THE MOTION PASSED 5-0-2, COUNCILMEMBERS JOHNSON AND LARSON ABSTAINED.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER SCHULTE, FOR APPROVAL OF THE MINUTES OF THE JUNE 19, 2012, WORK SESSION MEETING. THE MOTION PASSED 6-0-1, COUNCILMEMBER KLINT ABSTAINED.

Councilmember Koch requested the minutes be corrected to show that Councilmember Klint was absent at the June 19 executive work session meeting.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER SANDERS, FOR APPROVAL OF THE MINUTES OF THE JUNE 19, 2012, EXECUTIVE WORK SESSION MEETING. THE MOTION PASSED 6-0-1, COUNCILMEMBER KLINT ABSTAINED.

MOTION BY COUNCILMEMBER LARSON, SECONDED BY COUNCILMEMBER JOHNSON, FOR APPROVAL OF THE MINUTES OF THE JUNE 19, 2012, COUNCIL MEETING. THE MOTION PASSED 6-0-1, COUNCILMEMBER KLINT ABSTAINED.

CONSENT AGENDA/INFORMATIONAL BUSINESS

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1. AUTHORIZE FINAL PAYMENT, GREAT NORTHERN LANDSCAPES, INC. PROJECT 10-12, 32A, LANDSCAPING AND IRRIGATION
  2. CONSIDER RESOLUTION 12-85 ACCEPTING GRANT FROM TWIN CITIES GATEWAY FOR BUNKER HILLS TEE IT UP FOR THE TROOPS GOLF EVENT
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MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, FOR APPROVAL OF THE CONSENT AGENDA AS PRESENTED.

Councilmember Klint noted the Second Annual Tee It Up for the Troops golf event will take place on Friday, August 24, 2012 at Bunker Hills. She encouraged all to take part in this wonderful event and said those interested in participating should contact Tim Anderson at Bunker Hills or City Hall.

THE MOTION PASSED UNANIMOUSLY.

#### REPORTS ON PREVIOUS OPEN MIC

#### 3.      OPEN MIC REPORT – OUR FUTURE MINNESOTA RE: PROPOSED VACANT PROPERTY ORDINANCE

Mayor Howe presented a memorandum from staff stating representatives from the non-profit Our Future Minnesota attended the June 19, 2012 City Council meeting. They asked that the Council create an ordinance that covers the true costs of vacant properties in the City.

Staff contacted a representative of Our Future Minnesota after the last Council meeting to schedule a meeting to discuss changes to the City's current code. It was explained that their campaign has ended, but they may still have interest in meeting with City staff. They have not yet called back to arrange a time to meet.

#### 4.      OPEN MIC REPORT – MIKE CARTER – 10410 HUMMINGBIRD STREET NW RE: TRACKSIDE DOG PARK

Mayor Howe presented a memorandum from staff stating at the June 19, 2012 Council meeting, Mike Carter, 10410 Hummingbird Street appeared at Open Mic. He raised concerns again about the Trackside Dog Park and the noise it has created.

Mr. Carter made a presentation at the Open Mic portion of the June 19, 2012 Council meeting. His presentation referenced several past City Council cases where Council was discussing multiple pet permits, specifically dealing with barking dogs and nuisance created for neighbors by these dogs. Mr. Carter's point was simply that the Council has dealt firmly with owners of barking dogs in the past and should give his neighborhood the same consideration. Mr. Carter did make several valid points.

Staff recently met with John VonDeLinde, Parks and Rec Director from Anoka County. During that meeting, the concept of a joint City/County dog park on the Bunker Hills Regional Park site was discussed, specifically on a portion of the compost site. Staff will be moving forward with reviewing this concept with Anoka County and the City of Andover in an attempt to develop a concept for a dog park that can be built economically. The plan would be that if all parties agree, the dog park could be operational in the spring of 2013.

Staff suggests that Council discuss the need for dog parks and specific ideas for locations and amenities at a future work session.

Councilmember Schulte said he was in favor of closing Trackside Dog Park as it was becoming a quality of life issue for the surrounding neighborhood. He indicated the City could then continue to work with the City of Andover and Anoka County on a new regional dog park.

Mayor Howe agreed, stating this should be discussed in an upcoming work session meeting.

#### **PUBLIC HEARING**

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- 5.    A.    ASSESSMENT HEARING, 7:00 P.M.
  - B.    CONSIDER RESOLUTION 12-83 ADOPTING 2012 (2) MISCELLANEOUS  
             SPECIAL ASSESSMENTS (UNOPPOSED ONE YEAR)
  - C.    CONSIDER RESOLUTION 12-84 ADOPTING 2012 (2) MISCELLANEOUS  
             SPECIAL ASSESSMENTS (UNOPPOSED THREE YEAR)
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Finance Director Legg presented a memorandum to Council stating after an assessment hearing, the unopposed 2012 Miscellaneous Special Assessments should be adopted.

The amount to be assessed for the 2012 (2) Miscellaneous Assessments is \$123,078.62 as of July 12, 2012. The amount reflects payments and adjustments that have been made since June 19, when the assessment hearing date was set. An updated amount will be distributed on July 17.

The process of hearing assessment appeals includes a hearing before the Board of Adjustment and Appeals before City Council adoption. The City Council must open a public hearing as required by State Statutes. At the hearing, the City Council should collect written appeals and refer appellants to the Board of Adjustment and Appeals for their review and recommendation. After the public hearing has been closed, the City Council may adopt the assessments, which have not been appealed.

The Board of Adjustment and Appeals is expected to meet on August 2 and will make a recommendation to the City Council on August 21.

The terms of re-payment of assessments are determined by the amount being assessed. Proposed assessments are categorized by the number of years to be assessed and the interest rate recommended. Amounts up to \$1,500 will be payable in one year and amounts up to \$5,000 will be three years.

Finance Director Legg reviewed the special assessment hearing process with the Council and noted that she has received several appeals prior to this evenings meeting. Those appealing their assessment would be heard at the Board of Adjustment and Appeals on August 2, 2012 and returned to the Council on August 21, 2012.

Mayor Howe opened and closed the assessment hearing at 7:31 p.m. since no one appeared to address the Council.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 12-83A ADOPTING 2012 (2) MISCELLANEOUS SPECIAL ASSESSMENTS (UNOPPOSED ONE YEAR); AND ADOPT RESOLUTION 12-84A ADOPTING 2012 (2) MISCELLANEOUS SPECIAL ASSESSMENTS (UNOPPOSED THREE YEAR).

Councilmember Koch questioned if one-year assessments could be extended out to three years to ease the burden on residents. Finance Director Legg indicated this could be done in the future but would not be allowed for the assessments approved this evening.

THE MOTION PASSED UNANIMOUSLY.

#### OLD BUSINESS

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6.      CONSIDER INTRODUCTION OF ORDINANCE INCREASING THE MAXIMUM DRIVEWAY WIDTH IN THE LDR2 ZONING DISTRICT AND ESTABLISH A DEFINITION AND STANDARDS FOR OFF DRIVE PARKING AREAS

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City Planner Harlicker presented a memorandum to Council stating on June 5, 2012 the City Council introduced an ordinance that included both the LDR1 and LDR2 zoning districts. The Council discussed the proposed changes at a following workshop and expressed concerns about what type of impact the proposed changes would have on the larger lots located in the LDR1 zoning district. Council directed staff to modify the proposed code change to not include the LDR1 zoning district. This change is significant enough that staff felt the revised ordinance should be reintroduced.

Staff is currently researching possible changes to driveway dimensions in the LDR1 district that would address the concerns raised by the Council. A separate ordinance will be proposed to address the issues identified by the Council.

#### Background

As part of the continuing process of updating Title 11, staff has been reviewing the zoning code and provisions of the property maintenance code with the intention of making sure they are consistent and supportive of each other. Parking trailers and RVs alongside garages has been an ongoing issue in the city for a number of years. The code currently allows parking in front and side yards only on an improved surface. Improved surfaces include asphalt, concrete or pavers. The maximum driveway width (36 feet) often precludes widening the driveway to provide access to these accessory off-drive parking areas. A related question is should these off-drive parking areas be required to be paved.

#### Proposed Changes

*Driveway Width and Off-Drive Parking Area Width*

To provide access to the off-drive parking areas staff is proposing that the maximum driveway width be increased to a maximum of 40 feet or 50 percent of the lot width, whichever is less. If the lot is less than 72 feet wide, they would still be allowed a 36-foot wide driveway. The maximum width would be measured between the front of the garage to 20 feet from the front of the garage and would include the off-drive parking area. At 20 feet from the garage, the driveway would have a maximum width of 36 feet (what the current code allows). This would allow angled access to the parking area. The maximum driveway width at the street right-of-way would remain unchanged (24 feet).

The maximum width of the off-drive parking area would be 12 feet and could not extend more than 24 feet from the front of the garage to the rear. It could extend to the property line.

### *Surface Material*

#### Off-Drive Parking Areas

The current code requires that these side parking areas be finished with an improved surface. Since they typically function as storage space and not an active driveway, staff proposed allowing alternative materials be used as a surface. These materials include pervious pavers, patio blocks or concrete pavers, or porous paving grids. Typically, these types of materials can be installed by a homeowner. They are proposed as a compromise between materials such as concrete and bituminous that require professional installation and a gravel material.

The entire off-drive parking area would have to be finished and extend to the drip line of the vehicle that is parked on it. The finish material would have to be installed per standards on file with the city or per manufacturer's specifications.

#### Driveways

The current code requires that driveways be finished with an improved surface. Finish surface materials include concrete, bituminous, brick pavers or similar hard surface material approved by the Community Development Director. No changes are proposed for this standard.

#### New Definition

Off-Drive Parking Area - An off street area connected to a driveway intended for the parking of vehicles.

### Planning Commission Meeting

At the Planning Commission meeting held on May 17th, two residents spoke at the public hearing. One believed that stone should be added as an approved surface material for off drive parking areas because it would be a less costly alternative than pavers and paving grids. He also stated that there should be a separation distance between the parking area and the side of the garage to allow room for

a sidewalk or walkway between what is being parked and the garage. The second resident supported the use of stone as a finish material and discussed the process of applying for driveway permit and the need for a survey.

The Commission discussed the use of a stone or gravel material for the parking area. If stone were to be used, the Engineering Department recommended a 3/4 inch fractured stone. It would allow water to percolate but would not shift like landscaping stone. It also comes washed so there is no dirt or gravel that will prohibit drainage and track off site. The use of stone would require a suitable edging material to control the spread of the stones. The Commission decided to recommend that stone be allowed as a finish material for the part of the parking area located to the rear of the front line of the garage. The Commission voted 4:0 to recommend approval of the proposed ordinance.

Hearing no objections, Mayor Howe declared the ordinance to have been introduced.

## NEW BUSINESS

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### 7. CONSIDER RESOLUTION APPROVING A LOT SPLIT AND VARIANCE TO MINIMUM LOT AREA, BRENNAN, 3821 AND 3823 115<sup>TH</sup> AVENUE NW, PC 12-3

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City Planner Harlicker presented a memorandum to Council stating the applicant is requesting approval of a lot split and variance to minimum lot area to subdivide a twinhome lot into two parcels. The variance to the 7,425 square foot minimum lot area requirement would allow a 7,110 square foot lot.

The property is located west of Round Lake Boulevard on 115th Avenue (see location map):

	Existing Use	Comprehensive Plan	Zoning
<b>Subject Property</b>	Twin home	Low Density Residential	Low Density Residential 2
<b>North</b>	Single Family Home	Low Density Residential	Low Density Residential 2
<b>South</b>	Single Family Home	Low Density Residential	Low Density Residential 1
<b>East</b>	Twinhome	Low Density Residential	Low Density Residential 2
<b>West</b>	Single Family Home	Low Density Residential	Low Density Residential 2

## Project Description

The applicant is proposing a zero lot line subdivision for a twin home lot so that each half of the twinhome is on its own lot. The proposed lot split would divide the parcel into two lots with a common party wall. The applicant is also requesting a variance to the lot area requirements for Parcel B. Parcel B is 7,110 square feet, the minimum requirement is 7,425 square feet. Parcel A exceeds the minimum requirement, it has 7,740 square feet. The units meet the minimum setback



requirements.

Section 11-705(14) Zero Lot Line for Two-Family Residential Lots

Section 11-705(14) establishes requirements for zero lot line subdivisions for twinhomes.

Criteria	Parcel A	Parcel B
Minimum Lot Area 7,425 sf	Yes - 7,740 sf.	No - see variance discussion
Separate services for each dwelling	yes	Yes
Two separate dwelling units maintained	Yes	Yes
Dwelling units constructed side by side	Yes	Yes
Party Wall Agreement	Yes - condition of approval	Yes - condition of approval

City Services

A review of city documents could not verify that the units had separate sewer services. However, both units have separate sewer cleanouts indicating they have separate sewer service. They do have separate water, electric and gas services.

Variance to Lot Area requirement for Parcel B

The proposed lot split requires a variance to the minimum lot area requirement. The twinhome is not located in the center of the existing lot; it is off center to the west by 4.5 feet. It is setback 15 feet from the west property line and 19.5 feet from the east property line. Because of this offset, Parcel B is 630 square feet smaller than Parcel A and is 315 square feet short of the minimum lot area requirement of 7,425 square feet.

The Subdivision Regulations permit the granting of variances. The variance can be granted provided the following are met:

<b>Criteria for Granting a Variance</b>	
The intent of this Chapter is met	Yes - Section 11-705(14) allows for zero lot line subdivisions for twinhomes
The granting of the variance will not be detrimental to the public safety, health or welfare, or injurious to other property or improvements in the neighborhood in which the property is located	Yes - The granting of this variance will not be detrimental to the public or neighborhood.
The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are generally not applicable to other property	Yes - the fact that the house is not located in the middle of the existing lot is unique.
The literal interpretation of the provisions of this Chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district	Yes - there are other twinhomes that are located in the LDR2 zoning district that are on undersized lots.
The special conditions and circumstances do not result from the actions of the applicant	Yes - the special condition is a result of where the house located
Because of the particular natural surroundings, shape, or topographical conditions of the specific property involved, unusual hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out	Yes - without the variance the twinhomes will not be able to located on separate lots.

### *Planning Commission Meeting*

At the Planning Commission meeting held on June 21st, no one spoke at the public hearing. The Commission asked about adjusting the lot line so that Parcel B would not need a variance. That would create an oddly shaped lot that does not have straight angles. Lots without right angles should be avoided when subdividing lots. The Commission voted 6:0 to recommend approval of the proposed lot split and the granting of the variance to the minimum lot area for Parcel B.

Councilmember Schulte questioned if a party wall agreement was necessary for the lot split. City Attorney Brodie indicated this was discussed by the Planning Commission but because the site was owned by one party, the party wall agreement was not necessary until the sale of one of the lots.

Councilmember Schulte asked how the City would track this item to ensure an agreement was put in place if a lot were to sell. City Attorney Brodie commented the present owner was made aware of this requirement.

Councilmember Koch inquired why this property was not originally developed with a zero lot line. City Planner Harlicker said he was uncertain as it was allowed in City Code.

Councilmember Koch understood the lots would not be equal size unless the lot line was to meander. He questioned how much liberty the City had with allowing the line to meander to negate the need for a variance. City Planner Harlicker explained the undersized lot was only smaller by 350 square feet and for this reason the City was not going to allow the lot line to meander and instead recommended the variance.

Councilmember Koch expressed concern with the property being under the ownership of two different parties in the future and how this would impact the twinhome.

MOTION BY COUNCILMEMBER LARSON, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION PC12-3 (L.S.) APPROVING THE PROPOSED LOT SPLIT AND THE VARIANCE TO MINIMUM LOT AREA FOR PARCEL B WITH THE FOLLOWING CONDITION:

1. UPON SALE OF ONE OF THE LOTS, THE APPLICANT SUBMIT TO THE CITY ATTORNEY FOR APPROVAL, A PARTY WALL AGREEMENT RELATING, AT A MINIMUM, TO MAINTENANCE OF THE STRUCTURE, MAINTENANCE OF OPEN AND/OR COMMON SPACE, ACCESSORY STRUCTURES, AND EXTERIOR DECORATION.
2. THE APPLICANT MUST SUBMIT VERIFICATION THAT THE EACH UNIT HAS SEPARATE SEWER SERVICE.

Councilmember Schulte noted he would not support the motion as he was not in favor of creating another zero lot line property in the City.

Councilmember Klint questioned why the property owner was proposing the lot split. John Brennan, 5635 Tower Drive in Woodbury, indicated he owned the property and was proposing the lot split to allow for his two children to each purchase a unit within the twinhome. He thanked the City for assisting him with this matter and noted he was aware of the need for a lot split agreement.

Mr. Brennan then commented on the need for separate sewer noting each unit does have two separate sewer clean outs. City Planner Harlicker indicated the City Engineer has verified there were two separate clean outs and this did allow for approval of the lot split.

Mr. Brennan requested Item 2 be removed from the conditions for approval.

MOTION AMENDMENT:

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO REMOVE CONDITION #2 REGARDING VERIFICATION OF SEPARATE SEWER SERVICE. AMENDED MOTION PASSED 5-2, COUNCILMEMBERS KOCH AND JOHNSON OPPOSED.

Councilmember Koch indicated all of the twinhome lots along Round Lake Boulevard were 10,000-square foot lots. He noted this property was acting as a buffer and should remain as is with a single property owner.

Councilmember Klint questioned how the property would change if the lot split were approved.

Councilmember Koch explained the physical appearance would not change at this time, but going into the future the owners could have a disagreement and alter the exterior appearance in a negative manner.

Councilmember Sanders understood this concern but did not want to anticipate the worst. He recommended the party wall agreement address these concerns.

Mayor Howe said he was not in favor of treating this property any differently than other properties twinhome properties that have come before the City for a lot split in the past.

Councilmember Schulte reiterated that he was not in favor of zero lot line splits and would not support the request before the Council this evening.

Councilmember Koch commented the site was purchased three years ago as a double bungalow and did not feel it was an advantage to proceed with the lot split. He said for that reason he would not be supporting the request either.

**THE MOTION PASSED 5-2 COUNCILMEMBERS KOCH AND SCHULTE OPPOSED.**

**8.      CONSIDER INTRODUCTION OF AN ORDINANCE AMENDING THE ZONING MAP FROM OFFICE TO MODERATE DENSITY RESIDENTIAL, JORDAN, SOUTHEAST CORNER OF WOODCREST AVENUE AND EGRET AVENUE, PC 12-7**

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City Planner Harlicker presented a memorandum to Council stating the applicant is requesting the introduction of an ordinance rezoning certain property from Office to Moderate Density Residential. The applicant has also submitted a request for a corresponding change to the Comprehensive Land Use Plan from Office to Moderate Density Residential. Providing the Council introduces the zoning request, both the Land Use Plan amendment and rezoning are scheduled for the Council's August 8th meeting.

The property is located on the southeast corner of Woodcrest Drive and Egret Boulevard (see location map).

	Existing Use	Comprehensive Plan	Zoning
<b>Subject Property</b>	Vacant	Office	Office

<b>North</b>	Egret Boulevard, a convenience store and vacant land	Neighborhood Commercial/Moderate Density Residential	Neighborhood Commercial/Moderate Density Residential
<b>South</b>	Woodcrest Drive and townhomes	Low Density Residential	Low Density Residential 1,PUD
<b>East</b>	Car Dealership	General Commercial	General Commercial
<b>West</b>	Woodcrest Drive and townhomes	Low Density Residential	Low Density Residential 1, PUD

### **Background**

The applicant is requesting a rezoning from *Office* to *Moderate Density Residential*. The site is currently vacant. According to the wetland inventory, there are two small wetlands on the site.

### **Analysis**

When considering a request to rezone property, the Council should evaluate if there was some mistake in the original zoning, or if the character of the neighborhood has changed so that a reasonable use of the property cannot be made under the current zoning classification.

#### **Mistake in the Original Zoning**

From 1985 to 1999 the subject property was zoned *Neighborhood Commercial*. The property remained undeveloped during this time. Included as part of the Comprehensive Plan update approved in 1999, the property was rezoned to *Office* and has remained undeveloped. Since the property was rezoned from *Neighborhood Commercial* to *Office*, the properties to the east and south, which have frontage along Highway 10, have been developed. Because this property is not visible from Highway 10 and the nearest access to Highway 10 is over a mile away, it is not very desirable as commercial or office development. It is a better candidate for a use that does not depend on visibility or access from Highway 10 such as a moderate density residential development.

#### **Reasonable Use of the Property**

The subject property is located in an area that is, with the exception of the car dealership that has Highway 10 frontage, generally residential in character. There are townhomes, neighborhood commercial and a park nearby. Rezoning this parcel to *Moderate Density Residential* would be consistent with the current residential character of the neighborhood

Since the site has not developed as either commercial or office in over 25 years, the neighborhood has changed such that the applicant cannot maintain a reasonable use of the property under the current zoning.

The City Council should also give consideration to the evaluation criteria found in Section 11- 307 when considering rezoning requests.

<b>Section 11-307 Criteria</b>	<b>Comments</b>
Effect of public health, safety, order, convenience, and general welfare in the area.	<b>OK</b> - The proposed zoning will not adversely impact the area. The property is adjacent to commercial and townhouse residential land uses; it is down the street from a city park.
Effect on present and potential surrounding land uses.	<b>OK</b> – The proposed zoning will not adversely impact the surrounding residential or commercial land uses. Future moderate density residential development would serve as an extension of the adjacent townhouse developments.
Conformance with the Comprehensive Land Use Plan.	<b>OK</b> – Assuming the proposed land use amendment is approved, the proposed zone change will be consistent with the City’s Comprehensive Land Use Plan. The proposed land use designation is Moderate Density Residential.
Conformance with any applicable development district.	<b>OK</b> – There is no applicable district plan in this area.

### **Planning Commission Meeting**

At the Planning Commission meeting held on June 21st no residents spoke at the public hearing. The Commission Voted 6:0 to recommend approval of the proposed zone change.

Councilmember Schulte noted he was in favor of the proposed rezoning.

Mayor Howe stated he would need more details before making a determination.

Hearing no objections, Mayor Howe declared the ordinance to have been introduced.

### **9. APPROVE SUPPORT OF THE CITY’S INVOLVEMENT WITH THE ULI REGIONAL INDICATORS PROJECT AND AUTHORIZE EXECUTION OF APPROPRIATE DOCUMENTS**

---

City Manager Fulton presented a memorandum requesting the Council consider participating in the Urban Land Institute (ULI) Regional Indicators Project to assist in quantifying the Community's energy consumption.

The City is a member of the Urban Land Institute (ULI). In 2011, ULI initiated a pilot project with several member Cities, including Edina, St. Louis Park, and Falcon Heights to collect community-wide energy consumption data to assist in understanding overall energy utilization. This information

can then be used to assist in developing comprehensive plans for reducing the overall carbon footprint impact by a community.

The Regional Indicators project is now being extended to up to 20 other member communities. ULI has retained the engineering services of LHB, Inc to manage the project. The effort will include the collection of four years of utility information and working with LHB with the interpretation and processing of the information. The data will not only be useful in understanding the community's overall energy consumption, but also for community comparison purposes. One of the project benefits will be to work with the Minnesota Greenstep program, which can work with the City with regard to best management practices as it relates to overall energy utilization.

Over the past two years, Coon Rapids has become more engaged with sustainability issues and being attentive to promoting and supporting steps and programs that lead to a decrease in environmental impacts. The Regional Indicators Project would be the first time that data was collected and analyzed at a community-level basis.

The project would cost \$2,500, which was not anticipated within the 2012 budget. While City Council approval is not formally required, the community nature of this effort is benefited by formal City Council acknowledgment and support. Adequate proceeds are available within the City Manager's professional services budget to handle this expense.

Councilmember Schulte said he was opposed to the City taking part in this program. He said he was not in favor of expending \$2,500 for the project as the City could gather and review its own energy use.

Councilmember Klint and Councilmember Larson agreed.

Councilmember Koch stated he was impressed with the work completed by the Urban Land Institute (ULI) in the past.

Mayor Howe said he was in favor of approving the expense and allowing ULI to proceed with the study and make a presentation to the City on their findings. He said it was his opinion that staff would spend more than \$2,500 trying to gather this information.

Councilmember Schulte commented that the information gathered would assist with the reduction of the carbon footprint of the overall population. City Manager Fulton stated the ULI does do excellent work and this project was to review the energy use in the entire community. He said the information gathered would assist the Council with understanding and diagnosing the City's energy consumption over the last four years. He noted staff did not have time to dedicate to this initiative.

Mayor Howe indicated he spoke with the Mayor of Richfield regarding this matter who spoke positively about the results and the information gathered. He said he was in favor of expending \$2,500 for the benefit of the entire community.

Councilmember Klint asked if any other cities within the study were comparable to the City of Coon Rapids. She also questioned what the City would do with the information once gathered and analyzed.

Councilmember Sanders said he was in favor of the proceeding with the study.

Councilmember Schulte said understood the benefits of the program but was still opposed to the \$2,500 expense. He said he did not see the benefit as homeowners were already working to cut their carbon footprint.

Councilmember Koch indicated the return on the investment would be well worth the \$2,500 investment in the ULI study and for this reason he supported the project.

**MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO ACKNOWLEDGE AND SUPPORT THE CITY'S INVOLVEMENT WITH THE ULI REGIONAL INDICATORS PROJECT AND AUTHORIZE THE MAYOR TO EXECUTE THE APPROPRIATE DOCUMENTS.**

Councilmember Johnson indicated the biggest concern he had was if the study would benefit the City in any way. He recommended the City not proceed with the study at this time.

**THE MOTION FAILED 3-4, COUNCILMEMBERS KLINT, LARSON, JOHNSON AND SCHULTE OPPOSED.**

**10. PRIMARY ELECTION:**

- A. APPROVE APPOINTMENT OF ELECTION JUDGES**
  - B. AUTHORIZE CITY CLERK TO APPOINT AND ASSIGN ELECTION JUDGES AS NECESSARY**
  - C. APPROVE PROPOSED ELECTION JUDGE SALARIES**
  - D. SCHEDULE CANVASS MEETING**
- 

City Clerk Sorensen presented a memorandum to Council stating pursuant to Minnesota election law and City Charter, Council must appoint election judges, set their salary, and schedule a special meeting to canvass the August 14 primary results. Staff is also requesting authority to appoint election judges during the time preceding the election.

Election judges are scheduled to attend mandatory election judge training in late July presented by Anoka County election staff. Most judges have been given their work assignments for August and November.

Minnesota Statutes require that election judges be appointed by the Council at least 25 days prior to the election. Staff is requesting that Council authorize the City Clerk to make appointments and



substitutions as necessary should the need arise in the 25 days prior to the election. Election law allows emergency appointments on Election Day.

Staff proposes no change to the 2012 election judge hourly salary, which would remain at \$9.00 per hour, with the assistant head judge at \$9.50 per hour and the head judge at \$10.00 per hour. Student trainees would be paid \$8.10.

Council is required to canvass the results of the primary election canvass on either the second or third day after the primary, which would be either Thursday, August 16 or Friday, August 17. The meeting can be scheduled at any time. The meeting will be brief and at least four Councilmembers must attend.

**MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER KLINT, TO APPROVE THE APPOINTMENT OF THE LIST OF ELECTION JUDGES; AUTHORIZE THE CITY CLERK TO APPOINT AND ASSIGN ELECTION JUDGES DURING THE 25 DAYS PRECEDING THE ELECTION IF SUBSTITUTIONS ARE NECESSARY; APPROVE THE HOURLY SALARY FOR ELECTION JUDGES AT \$9.00, STUDENT TRAINEE JUDGES AT \$8.10, ASSISTANT HEAD JUDGES AT \$9.50, AND HEAD JUDGES AT \$10.00; AND SCHEDULE A SPECIAL MEETING TO CANVASS THE RESULTS OF THE PRIMARY ELECTION FOR FRIDAY, AUGUST 17 AT A SPECIFIED TIME.**

Councilmember Johnson said he was pleased that so many members of the community were willing to serve as election judges.

**THE MOTION PASSED UNANIMOUSLY.**

#### **OTHER BUSINESS**

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##### **11. BP STATION AT CROOKED LAKE BOULEVARD AND COON RAPIDS BOULEVARD**

Fire Chief Piper presented a memorandum to Council stating at the June 19 Council meeting, Councilmember Schulte inquired about the status of the BP Station at Crooked Lake Boulevard and Coon Rapids Boulevard.

Staff has contacted the PCA about the status of BP Station at Crooked Lake Boulevard and Coon Rapids Boulevard as it appears the operation has closed. Staff will follow up with the PCA and property owner to ensure the gasoline tanks are removed within the allowed time.

Councilmember Schulte thanked staff for providing an update on this site. He then reported that 119<sup>th</sup> and Round Lake Boulevard had some graffiti issues and encouraged the Police Department to increase patrols in this area. Councilmember Schulte discussed the new See-Click-Fix app and encouraged the public to take advantage of this app to report code issues to the City.

Councilmember Koch provided a report on water flow rates at the Coon Rapids Dam, adding that boat launches were now open.

Mayor Howe mentioned Planning Commission Chair Donna Naeve and her husband Jim will be celebrating their 50<sup>th</sup> wedding anniversary this weekend. He congratulated them both and thanked Chair Naeve for serving on the Planning Commission in the City of Coon Rapids for the last 40 years.

ADJOURN

---

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH,  
TO ADJOURN THE MEETING AT 8:03 P.M. THE MOTION PASSED UNANIMOUSLY.

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Tim Howe, Mayor

ATTEST:

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Cathy Sorensen, City Clerk

## **UNAPPROVED**

### COON RAPIDS CITY COUNCIL WORK SESSION OF JULY 17, 2012

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A work session of the Coon Rapids City Council was called to order by Mayor Tim Howe at 8:10 p.m. on July 17, 2012, in Conference Room #1.

Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders, Scott Schulte

Members Absent: None

### CALL TO ORDER

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Mayor Howe called the work session to order at 8:10 p.m.

### CITY MANAGER PERFORMANCE REVIEW

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Pursuant to Minnesota Statute 13D.05, subd. 3(a), the City Council met in executive session to discuss the City Manager's Performance Review.

### OTHER

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There was no other business.

### ADJOURN

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MOTION TO ADJOURN THE EXECUTIVE SESSION AT 9:53 P.M. THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted,

Cathy Sorensen  
City Clerk

## **UNAPPROVED**

### COON RAPIDS CITY COUNCIL SPECIAL MEETING OF JULY 23, 2012

A Special Meeting of the Coon Rapids City Council was called to order by Mayor Tim Howe on Monday, July 23, 2012, at 7:00 p.m. in the Council Chambers at Coon Rapids City Hall.

Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders, and Scott Schulte

Members Absent: None

Others: Assistant City Manager Matt Stemwedel, City Attorney Dave Brodie, City Clerk Cathy Sorensen, Police Chief Brad Wise

### CALL TO ORDER

Mayor Howe called the special meeting to order at 7:00 p.m.

### 1. APPROVE CITY MANAGER'S SEPARATION AGREEMENT

Mayor Howe stated that pursuant to Minnesota Statute 13D.04 subd. 2, the City Council is meeting to take action on the City Manager's employment and separation agreement.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER LARSON TO ACCEPT THE CITY MANAGER'S RESIGNATION AND AUTHORIZE EXECUTION OF SEPARATION AGREEMENT. MOTION PASSED UNANIMOUSLY.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER SANDERS TO APPOINT PUBLIC SERVICES DIRECTOR STEVE GATLIN AS ACTING CITY MANAGER AND CITY ATTORNEY DAVE BRODIE AS ACTING IN HIS ABSENCE. MOTION PASSED UNANIMOUSLY.

### OTHER BUSINESS

There was no other business.

### ADJOURN

Mayor Howe adjourned the work session at 7:04 P.m.

Respectfully submitted,

Cathy Sorensen, City Clerk

## **UNAPPROVED**

### COON RAPIDS CITY COUNCIL WORK SESSION OF AUGUST 1, 2012

A work session of the Coon Rapids City Council was called to order by Mayor Tim Howe on Wednesday, August 1, 2012, at 6:30 p.m. in Conference Room #1 at Coon Rapids City Hall.

Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders, and Scott Schulte

Members Absent: None

Others: Acting City Manager Steve Gatlin, Assistant City Manager Matt Stemwedel, Community Development Director Marc Nevinski, City Clerk Cathy Sorensen, Finance Director Sharon Legg, Fire Chief John Piper, Golf Course Director Tim Anderson, Police Chief Brad Wise, City Attorney Dave Brodie

### CALL TO ORDER

Mayor Howe called the work session to order at 6:30 p.m.

### 1. CITY MANAGER SELECTION PROCESS

Mayor Howe introduced the topic regarding identifying the considerations and options for moving forward with a process for selecting a City Manager.

City staff has researched and identified options for moving forward with a selection process for the next City Manager. There are several key components of this process that Council may want to consider:

#### 1. Timing of the Recruitment:

- Before discussing some of the specifics for the actual selection process, the Council may want to consider its preferences for the timing of the recruitment as this will impact some of the required decisions.
- If the Council decides that they would like to take their time in recruiting a City Manager (select and bring on board in the next five to six months or longer), they may also want to consider hiring an interim City Manager to off-set some of the workload during that period. If the Council prefers to move quickly in selecting a new City Manager, (in the next three to four months) it may not be necessary to bring on an interim City Manager.

#### 2. Use of an Interim City Manager:

- Beyond the issues identified in item #1, the City may also want to consider the upcoming workload for major projects. This may help in deciding whether or not to bring aboard an interim City Manager until a permanent person can take over. City staff is currently updating

the high priority workplan items list and will have this information available for the night of the Council Work Session.

3. Use of an Executive Recruiter:

- If the Council is interested in using an executive recruiter for the search process, City staff could develop a Request for Proposals (RFP) document in the near future. While the Council can decide at a later date not to go forward with a recruiter, the RFP process would initiate the process and, at a minimum, would provide the Council with information on the scope of services and actual costs.

Staff shared a proposed City Manager hiring timeline, a list of possible executive search firms and interim City Managers from the League of Minnesota Cities, and an updated 2012 work plan high priority projects list for Council consideration. After discussion, Council consensus was to formally appoint Acting City Manager Steve Gatlin through resolution at the next Council meeting and to move forward with the proposing hiring timeline, including identifying an executive search firm. Discussion was also held regarding establishing a Council subcommittee to help with that effort. Council discussed the importance of keeping them informed of workload concerns during this interim time and to bring items forward to Council for approval when necessary.

#### OTHER BUSINESS

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Fire Chief Piper shared information on the current rescue boat's condition and that it is no longer safe to use. He stated the 2012 budget had included \$82,000 for purchase of a Hovercraft but that he was to identify partners for this purchase as well, including the City of Brooklyn Park and Anoka County Sheriff's office. Chief Piper stated that Brooklyn Park can commit \$21,000 towards the purchase but the Sheriff's office can longer commit funds due to their current budget consideration. After discussion, Council consensus was to bring the purchase item forward at the August 21 Council meeting for purchase of the Hovercraft.

Council discussed the current use of Trackside Dog Park and the possibility of closing the park in anticipation of opening another park location in conjunction with the City of Andover near the compost site. Council consensus was to move forward with closing the dog park at a date to be determined then continue work to open a new location. Staff will forward Council a recommendation on date and notification.

#### ADJOURN

---

Mayor Howe adjourned the work session at 7:50 p.m.

Respectfully submitted,

Cathy Sorensen, City Clerk



## City Council Regular

1.

**Meeting Date:** 08/08/2012

**Subject:** Anoka-Ramsey Community College Security Contract

**Submitted For:** Cary Parks, Captain Administration

**From:** Cathy Sorensen, City Clerk

---

### **INTRODUCTION**

The Coon Rapids Police Department provides evening security patrols and student escort services to Anoka-Ramsey Community College through the part-time employment of police reserve officers. This is accomplished utilizing a joint powers agreement between the City and the State of Minnesota.

### **DISCUSSION**

The joint powers agreement between the City and the State of Minnesota is reviewed and renewed each year, roughly following the State's fiscal year calendar and a typical school year. The current contract expires on August 23, 2012. The new contract reflects a 2-percent increase in the hourly rate charge for the reserve officer and a vehicle, for a total contract amount not to exceed \$23,500.00. The new contract would be effective August 24, 2012 to August 23, 2013.

### **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Public Safety** section of the 2030 Strategic Vision in the following way: by enhancing safety to students, staff and visitors at the college.

### **RECOMMENDATION**

Staff recommends the City Council authorize the Mayor and Acting City Manager to enter into a joint powers agreement with the State of Minnesota and Anoka-Ramsey Community College to provide security services for 2012-2013.

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### **Attachments**

Agreement

Resolution 12-87

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F.Y.: 2013	Cost Center: 601030	Obj. Code: 1820	Amount: Not to exceed \$23,500.00	Vendor #: 13513000120	P.O. #:
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STATE OF MINNESOTA  
MINNESOTA STATE COLLEGES AND UNIVERSITIES  
Anoka-Ramsey Community College COLLEGE/UNIVERSITY/SYSTEM OFFICE  
JOINT POWERS AGREEMENT

THIS JOINT POWERS AGREEMENT, and amendments and supplements thereto, (hereinafter "contract") is between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Anoka-Ramsey Community College (hereinafter "STATE"), which is empowered to enter into joint powers agreements pursuant to Minnesota Statutes, Chapter 471.59, Subd. 10, and City of Coon Rapids, address 11155 Robinson Drive (hereinafter "CONTRACTOR"), which is empowered to enter into joint powers agreements pursuant to Minnesota Statutes, Chapter 471.59, Subd. 10;

WHEREAS, CONTRACTOR represents that it is duly qualified and willing to perform the services set forth herein.

NOW, THEREFORE, it is agreed:

- I. CONTRACTOR'S DUTIES. (Attach additional page(s) if necessary which is incorporated by reference and made a part of this agreement.) The CONTRACTOR shall:

See attachment A

STATE'S DUTIES. (Attach additional page(s) if necessary which is incorporated by reference and made a part of this agreement.) STATE shall:

*Make payment to contractor in accordance with state statutes*

- II. CONSIDERATION AND TERMS OF PAYMENT.

Consideration for all services performed by the CONTRACTOR pursuant to this contract shall be paid by the STATE as follows:

*See attachment B*

Terms of Payment. Payments shall be made by the STATE promptly after the CONTRACTOR'S presentation of invoices for services performed and acceptance of such services by the STATE'S authorized representative pursuant to Clause VI. Invoices shall be submitted according to the following schedule:

*Invoices will be submitted quarterly – end of spring semester, end of summer session, and end of fall semester.*

- III. CONDITIONS OF PAYMENT. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of the STATE, as determined at the sole discretion of its authorized representative, and in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. The CONTRACTOR shall not receive payment for work found by the STATE to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation.
- IV. TERM OF CONTRACT. This contract shall be effective on August 23, 2012, or upon the date that the final



required signature is obtained by the STATE, whichever occurs later, and shall remain in effect for a one year period until August 23, 2013, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The CONTRACTOR understands that NO work should begin under this contract until ALL required signatures have been obtained, and the CONTRACTOR is notified to begin work by the STATE'S Authorized Representative.

- V. CANCELLATION. This contract may be canceled by the STATE or the CONTRACTOR at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the CONTRACTOR shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
- VI. STATE'S AUTHORIZED REPRESENTATIVE. The STATE'S Authorized Representative for the purposes of administration of this contract is Orrin Nyhus. The CONTRACTOR'S Authorized Representative for the purposes of administration of this contract is Police Captain, Cary Parks. The STATE'S Authorized Representative shall have final authority for acceptance of the CONTRACTOR'S services and if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause II, paragraph B.
- VII. ASSIGNMENT. The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the STATE.
- VIII. AMENDMENTS. Any amendments to this contract shall be in writing, and shall be executed by the same parties who executed the original contract, or their successors in office.
- IX. LIABILITY. The CONTRACTOR shall indemnify, save, and hold the STATE, its representatives and employees harmless from any and all claims or causes of action, including all attorney's fees incurred by the STATE, arising from the performance of this contract by the CONTRACTOR or CONTRACTOR'S agents or employees. This clause shall not be construed to bar any legal remedies the CONTRACTOR may have for the STATE'S failure to fulfill its obligations pursuant to this contract.
- X. STATE AUDITS. The books, records, documents, and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor.
- XI. GOVERNMENT DATA PRACTICES ACT. The CONTRACTOR must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the STATE in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this contract. The civil remedies of Minnesota Statutes Section 13.08, apply to the release of the data referred to in this Article by either the CONTRACTOR or the STATE. In the event the CONTRACTOR receives a request to release the data referred to in this Article, the CONTRACTOR must immediately notify the STATE. The STATE will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.

The CONTRACTOR shall comply with the Minnesota Data Practices Act as it applies to all data provided by the STATE in accordance with this contract and as it applies to all data created, gathered, generated or acquired in accordance with this contract.

XII. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS.

- A. The STATE shall own all rights, title and interest in all of the materials conceived or created by the CONTRACTOR, or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software

and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (" MATERIALS").

- B. The CONTRACTOR hereby assigns to the STATE all rights, title and interest to the MATERIALS. The CONTRACTOR shall, upon request of the STATE, execute all papers and perform all other acts necessary to assist the STATE to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this contract by the CONTRACTOR, its employees or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to the STATE by the CONTRACTOR, its employees and any subcontractors. The CONTRACTOR, its employees, and any subcontractors shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced or used for any purpose other than performance of the CONTRACTOR'S obligations under this contract without the prior written consent of the STATE'S authorized representative.

The CONTRACTOR represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. The CONTRACTOR will indemnify and defend the STATE at the CONTRACTOR'S expense from any action or claim brought against the STATE to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The CONTRACTOR shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the CONTRACTOR'S or the STATE'S opinion is likely to arise, the CONTRACTOR shall at the STATE'S discretion either procure for the STATE the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

- XIII. PUBLICITY. Any publicity given to the program, publications, or services provided resulting from this contract, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the CONTRACTOR or its employees individually or jointly with others, or any subcontractors shall identify the STATE as the sponsoring agency and shall not be released prior to receiving the approval of the STATE'S authorized representative.

- XIV. OTHER PROVISIONS. (Attach additional page(s) as necessary):

*N.A.*

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

**APPROVED:**

**1. MINNESOTA STATE COLLEGES AND UNIVERSITIES**

*Anoka-Ramsey Community College*

**COLLEGE/UNIVERSITY/SYSTEM OFFICE**

By (authorized college/university/system office signature)
Title
Date

**2. VERIFIED AS TO ENCUMBRANCE**

By (authorized college/university/system office signature)
Title
Date

**3. CONTRACTOR (Governmental Entity):**

Contractor certifies that the appropriate person(s) have executed the contract on behalf of the contractor as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title    City Manager
Date

By (authorized signature)
Title    Mayor
Date

**4. AS TO FORM AND EXECUTION:**

By (authorized signature)
Title <i>Adm's</i> City Attorney
Date <i>6/13/12</i>

MnSCU006  
Revised 1/5/00

**ATTACHMENT A**  
**TO CONTRACT WITH CRPD**

i. CONTRACTOR'S DUTIES

A. Provide Security Service as indicated below but not limited to:

1. Security Escort Service – walking/driving students, faculty and staff to and from their vehicles on the campus grounds.
2. Provide presence by patrolling parking lots, campus grounds, sidewalks and inside campus buildings.
3. Nightly inspection of outside lighting. Report outages on the security check sheet and let maintenance know.
4. Call police enforcement to have vehicles ticketed that are not appropriately parked and that do not display appropriate state or college permits.
5. Be aware of other potential problems and report any deficiencies on the security check sheet. Examples may be slippery walks, shrubs and bushes that may be in need of trimming, other safety related issues.
6. Furnish City vehicle for police patrols.
7. Other duties as may be requested or assigned.
8. Keep the Director of Public Safety at ARCC informed of any issues by using the comments section on the security check sheets.

## **ATTACHMENT B TO THE CONTRACT WITH THE CRPD**

### **I. CONSIDERATION AND TERMS OF PAYMENT**

A. Consideration for all services performed and goods or materials supplied by CONTRACTOR shall be reimbursed the CONTRACTOR by the STATE as follows:

1. Payment to be made at the hourly rate of \$24.90
  - a. Breakdown of hourly rate:
    - (1) Officer - \$18.82
    - (2) Vehicle - \$ 6.08
2. Security patrols and escort hours of work are Monday through Thursday, 6:15 PM to 10:45 PM, excluding faculty days, holidays and other days as directed by the college representative. Total hours worked will be invoiced based on portal to portal from the Coon Rapids Police Department and the Anoka Ramsey Community College campus in Coon Rapids.
3. Contract is based on 208 days / 936 hours, in accordance with the above information.
4. Contingency for special events is 20 hours.

THE TOTAL ONE YEAR CONTRACT SHALL NOT EXCEED THE AMOUNT OF \$23,500.00

**RESOLUTION NO. 12-87**

**A RESOLUTION TO ACCEPT THE DONATION OF MONIES`  
TO BE USED TOWARD THE NIGHT TO UNITE FROM TARGET CORPORATION**

**WHEREAS**, Target Corporation has offered to donate \$150.00 for Night to Unite to the City;  
and

**WHEREAS**, Minn. Stat. § 465.03 allows cities to accept donations of real or personal property  
by resolution adopted by a two-thirds majority of Council; and

**WHEREAS**, the City Council finds the offered donation to be in the public interest;

**NOW THEREFORE BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that  
the donation of \$150.00 for Night to Unite is hereby accepted.

**BE IT FURTHER RESOLVED** that the City of Coon Rapids hereby extends its gratitude to  
Target Corporation for its generosity.

Adopted by the Coon Rapids City Council this 8<sup>th</sup> day of August, 2012.

---

Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**2.**

**Meeting Date:** 08/08/2012

**Subject:** Night to Unite

**Submitted For:** Brad Wise, Police Chief

**From:** Cathy Sorensen, City Clerk

---

**INTRODUCTION**

The Coon Rapids Police Department received a donation from Target Corporation in the amount of \$150.00 for Night to Unite activities.

**DISCUSSION**

Night to Unite is an evening and opportunity to get to know your neighbors and discuss crime prevention strategies. This year, approximately 90 neighborhoods have signed up to host parties for Night to Unite which is held on August 7, 2012. Staff from the Police and Fire Departments will visit each party and anticipate another successful community event.

**ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Public Safety** section of the 2030 Strategic Vision in the following way: by maintaining safe neighborhoods.

**RECOMMENDATION**

Staff recommends that Council adopt Resolution No. 12-87 to accept the \$150.00 donation from Target Corporation for Night to Unite activities and extends its gratitude to Target Corporation for its generosity.

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**Attachments**

**Resolution**

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**RESOLUTION NO. 12-87**

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TO BE USED TOWARD THE NIGHT TO UNITE FROM TARGET CORPORATION**

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and

**WHEREAS**, Minn. Stat. § 465.03 allows cities to accept donations of real or personal property  
by resolution adopted by a two-thirds majority of Council; and

**WHEREAS**, the City Council finds the offered donation to be in the public interest;

**NOW THEREFORE BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that  
the donation of \$150.00 for Night to Unite is hereby accepted.

**BE IT FURTHER RESOLVED** that the City of Coon Rapids hereby extends its gratitude to  
Target Corporation for its generosity.

Adopted by the Coon Rapids City Council this 7<sup>th</sup> day of August, 2012.

---

Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk





## City Council Regular

3.

**Meeting Date:** 08/08/2012

**Subject:** North Metro CAT

**Submitted For:** John Piper, Fire Chief

**From:** Cathy Sorensen, City Clerk

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### **INTRODUCTION**

Council is requested to consider adoption of Resolution 12-89 approving submission of a proposal to continue a partnership with the Fridley and Spring Lake Park/Blaine/Mounds View (SBM) Fire Departments which provides hazardous materials response services through a contract with the Minnesota Division of Homeland Security and Emergency Management.

### **DISCUSSION**

The Coon Rapids Fire Department has worked in partnership with the Fridley and SBM Fire Departments as a highly trained and well-equipped hazardous materials response team. This partnership has been good for the City of Coon Rapids, our partners, and the region and state. The team provides support to law enforcement agencies as well as responding to hazardous materials emergencies.

The Coon Rapids Fire Department has, for many years, prepared and equipped our department to respond to incidents involving the release of hazardous materials. Prior to 1995 we operated a hazardous materials truck in conjunction with about eight other departments. The truck and much of the equipment were worn out and/or obsolete. In 1995, Council authorized staff to submit a proposal to contract with the State of Minnesota to provide hazardous materials response services as one of 10 Chemical Assessment Teams (CAT) located throughout the state. We have provided these services continuously since that time, renewing the contract several times. The contract provides funding for training, exercises, maintenance, and equipment.

As required by law, the State of Minnesota has issued a request for proposals for Chemical Assessment Teams. Staff is recommending that the City continue to work in partnership with Fridley and SBM and submit a proposal to the Minnesota Division of Homeland Security and Emergency Management.

### **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Public Safety** section of the 2030 Strategic Vision in the following way: by continuing to respond effectively to incidents involving the release of hazardous materials.

### **RECOMMENDATION**

Adopt Resolution 12-89 approving submission of a proposal to continue the partnership with the Fridley and SBM Fire Departments which provides hazardous materials response services through a contract with the Minnesota Division of Homeland Security and Emergency Management.

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### **Attachments**

Resolution 12-89

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**RESOLUTION NO. 12-89**

**A RESOLUTION APPROVING THE PARTICIPATION OF THE COON RAPIDS  
FIRE DEPARTMENT, IN COOPERATION WITH THE FRIDLEY AND  
SPRING LAKE PARK/BLAINE/MOUNDS VIEW FIRE DEPARTMENTS,  
IN SUBMITTING A PROPOSAL TO THE STATE OF MINNESOTA DEPARTMENT  
OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT TO CONTINUE  
IN THE ROLE OF ONE OF THE ELEVEN CHEMICAL ASSESSMENT TEAMS**

**WHEREAS**, the Coon Rapids Fire Department has been active member of the North Metro Chemical Assessment team, in conjunction with Fridley and Spring Lake Park/Blaine/Mounds View Fire Departments since 1995; and

**WHEREAS**, the Administrator of the North Metro Chemical Assessment Team will be Harlan Lundstrom, from the Spring Lake Park/Blaine/Mounds View Fire Department; and

**WHEREAS**, the Minnesota Department of Public Safety is soliciting proposals for a new contract term starting on October 12, 2012; and

**WHEREAS**, participation by the Coon Rapids Fire Department would be a continued benefit to the City of Coon Rapids.

**NOW, THEREFORE, BE IT RESOLVED**, that the Coon Rapids City Council does hereby direct the Fire Department to participate with the Fire Departments of Fridley and Spring Lake Park/Blaine/Mounds View in submitting a proposal for becoming a State Hazardous Materials Chemical Assessment Team.

Adopted this 8th day of August, 2012 by the Coon Rapids City Council.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**4.**

**Meeting Date:** 08/08/2012

**Subject:** Open Mic Report - Jerry Pierce, 12236 Partridge Street NW, Debate, Open Mic, and Construction Issues

**Submitted For:** Steve Gatlin, Acting City Manager

**From:** Cathy Sorensen, City Clerk

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**INTRODUCTION**

Jerry Pierce, 12236 Partridge Street NW, appeared at the July 17, 2012, Open Mic portion of the meeting with concerns regarding Open Mic, construction issues with the new Police garage, and scheduling a Council debate.

**DISCUSSION**

Council has responded in the past to Mr. Pierce's concerns regarding a Council debate and Open Mic procedures. Staff is unaware of any construction issues with regard to either the Police garage or Firestone and encourages Mr. Pierce to contact the Building Inspections Department with any specific concerns so they can be followed up on.

**ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Excellence in Government** section of the 2030 Strategic Vision in the following way: by responding to resident concerns.

**RECOMMENDATION**

No action is necessary; this is for Council information only.

cc: Jerry Pierce

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**City Council Regular**

**5.**

**Meeting Date:** 08/08/2012

**Subject:** Open Mic Report - Christine Ferris, 2961 114th Avenue NW re: Ordinance Amendment to Allow the Keeping of Chickens within the City

**Submitted For:** Marc Nevinski, Community Development Director

**From:** Cathy Sorensen, City Clerk

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**INTRODUCTION**

Christine Ferris, 2961 114th Avenue NW appeared at the Open Mic portion of the July 17th Council meeting to request an ordinance amendment that would allow residents to keep chickens within the City.

**DISCUSSION**

Ms. Ferris requested that Council consider amending City ordinance to allow the keeping of chickens within the City. She shared information on how keeping chickens would be beneficial to residents and offered to meet with staff and share further information. Staff has forwarded a Zoning Ordinance Text Amendment request to Ms. Ferris for her submittal that formally requests a zoning ordinance amendment, suggested language for the amendment and reasons for the changes. Once this request has been submitted staff will review the documents for consistency with the Comprehensive Plan and then follow up with next steps for consideration.

**ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Excellence in Government** section of the 2030 Strategic Vision in the following way: by providing a process for residents to suggest changes and to respond in a timely manner.

**RECOMMENDATION**

No action is requested at this time.

cc: Christine Ferris

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## City Council Regular

6.

**Meeting Date:** 08/08/2012

**Subject:** Economic Development Assistance for Windfall Medical, LLC, 3789 Coon Rapids Blvd.

**From:** Matt Brown, Community Development  
Specialist

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### **INTRODUCTION**

The Council is asked to authorize the Economic Development Authority to expend tax increment funds to provide economic development assistance to Windfall Medical, LLC for construction of a 32,000 square foot medical office building at 3789 Coon Rapids Boulevard.

### **DISCUSSION**

Windfall Medical, LLC proposes constructing a 32,000 square foot medical office building on the former McKay Lincoln-Mercury car dealership site at 3789 Coon Rapids Boulevard. North Suburban Eye Specialists, which is currently located at 3790 Coon Rapids Boulevard, would be the primary tenant in the building. The Planning Commission recommended approval of a site plan for the project on July 19 and the Council will consider it at its August 8 meeting. Windfall Medical submitted an application to the City for tax-increment financing to assist with project costs. Staff has reviewed the application and project costs and believes that the project is an appropriate candidate for financial assistance.

Staff proposes providing a \$400,000 economic development grant using pooled TIF funds from TIF District 1-6. Because the development site is located within TIF Project Area No. 1, State TIF law allows for use of existing cash balances in existing districts for development projects that would not occur "but for" the assistance. This grant will cover costs associated with demolishing the existing car dealership building, site preparation, and utility work. The developer estimates the cost of preparing the site for development at \$695,000 and the total project cost at \$6,000,000. In order to expend these tax increment funds, the Council must authorize an authority, in this case the Economic Development Authority, to make the expenditure. Resolution 12-86 includes the authorization. The Economic Development Authority will consider the assistance package on August 8 immediately following the Council meeting.

### **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Community Development and Redevelopment** section of the 2030 Strategic Vision in the following way:

Grow the City's economic base and encourage redevelopment of blighted property.

### **RECOMMENDATION**

Staff recommends that the Council:

- a. Hold a public hearing; and
  - b. Adopt Resolution 12-86 authorizing the Economic Development Authority to expend tax increments in the form of a grant to Windfall Medical, LLC in the amount of \$400,000.
-

**Fiscal Impact**

**BUDGET IMPACT:**

Funding for the assistance will come from TIF District 1-6. These funds have limited uses. There is no budget impact to City's the general fund.

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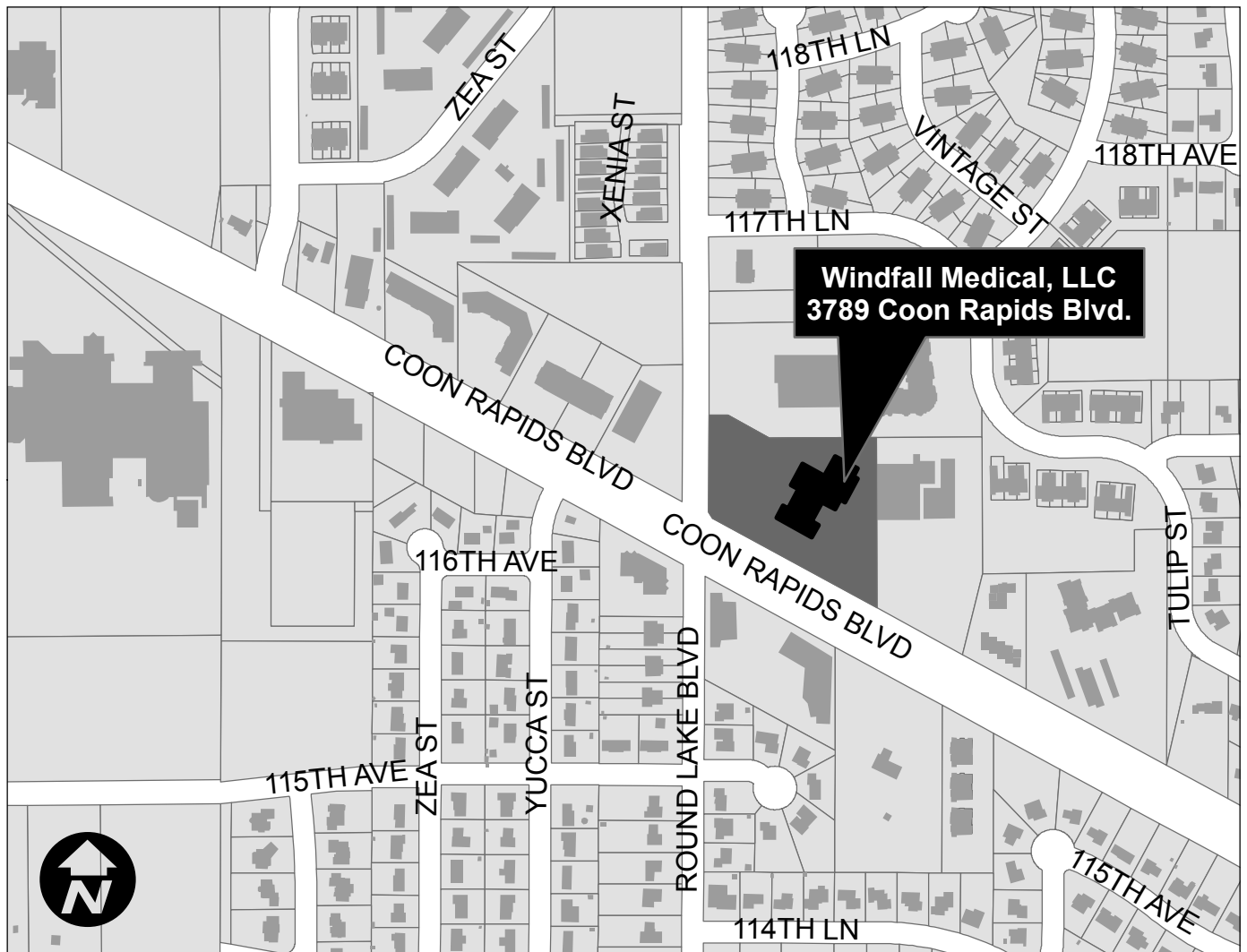
**Attachments**

Location Map

Resolution

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**RESOLUTION 12-86**

**RESOLUTION AUTHORIZING THE EXPENDITURE OF EXCESS  
TAX INCREMENTS FROM TAX INCREMENT FINANCING DISTRICT 1-6  
FOR SENIOR HOUSING PROJECT BY WINDFALL MEDICAL, LLC**

**WHEREAS**, the budget of Tax Increment Financing District 1-6 allows for expenditure of tax increments to facilitate private redevelopment of blighted property; and

**WHEREAS**, Windfall Medical, LLC proposes constructing a 32,000 square foot medical office building at 3789 Coon Rapids Boulevard; and

**WHEREAS**, construction of this project aligns with the City's goals and objectives of encouraging redevelopment of blighted property, and creating and retaining health care jobs; and

**WHEREAS**, Windfall Medical, LLC, is financing \$5,600,000 of the project; and

**WHEREAS**, additional assistance from the City is necessary to fully fund the required improvements and the project would not occur but for the assistance; and

**WHEREAS**, the City gave notice of a public hearing before the City Council regarding the expenditure of the tax increment on July 27, 2012 and held the public hearing at its meeting on August 8, 2012.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that the Economic Development Authority in and for the City of Coon Rapids is authorized to expend excess tax increments in the form of a grant in the amount of \$400,000 from Tax Increment Financing District 1-6 for the purpose of constructing a 32,000 square foot medical office building at 3789 Coon Rapids Boulevard creating at least 5 jobs, and retaining at least 45 jobs.

Adopted this 8<sup>th</sup> day of August, 2012.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



## City Council Regular

7.

**Meeting Date:** 08/08/2012

**Subject:** PC 12-6, Consideration of a Resolution changing the land use designation of certain property from Office to Moderate Density Residential

**From:** Scott Harlicker, Planner

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### **INTRODUCTION**

The applicant is requesting approval of an amendment to the City's Comprehensive Land Use Plan to change the land use designation from Office to Moderate Density Residential.

### **DISCUSSION**

#### **Background**

The applicant is requesting a change to the land use designation from *Office* to *Moderate Density Residential*. The site is currently vacant. According to the wetland inventory, there are two small wetlands on the site.

#### **Analysis**

The stated intent of the *Office* land use designation is to provide for office and other commercial uses generally compatible with adjacent residential uses. The stated intent of the *Moderate Density Residential* designation is that it includes land that could be developed as attached housing at gross density of 4 to 7 units per acre.

When considering this change in land use request, the following three factors should be taken into account:

- The subject property abuts a car dealership.
- It is across the street from a convenience store and vacant property that is guided *Moderate Density Residential*.
- It is across the street from a townhouse development.
- There is a park down the street.

A land use designation of *Moderate Density Residential* would serve as an extension the townhomes to the west. The proposed amendment would be compatible with the property north of Egret Boulevard which has a land use designation of *Moderate Density Residential* and *Neighborhood Commercial*. Developing this parcel at a moderate residential density would also make use of the nearby park and the adjacent convenience store.

This proposed land use amendment would increase the amount of land that is guided *Moderate Density Residential* by five acres, from 981 acres to 986 acres. The proposed amendment would not have a significant impact on the amount of land that is currently designated *Moderate Density Residential*. It would decrease the amount of land that is currently guided *Office* from 250 to 245 acres, a decrease of 2%.

### **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Community Development and Redevelopment** section of the 2030 Strategic Vision in the following way: It will encourage the development of an undeveloped lot thereby help grow and support the City's economic base.

### **RECOMMENDATION**

In Planning Case 12-6, the City Council **adopt** the attached resolution **approving** the proposed land use amendment based on the following findings:

1. The proposed land use amendment would serve as an extension of the townhomes to the west.
2. The proposed amendment would be compatible with the commercial property to the north.
3. Developing this parcel at a moderate residential density would also make use of the nearby park and the adjacent neighborhood commercial development (convenience store).

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### **Attachments**

Location Map

Land Use Map

Zoning Map

Applicant's Narrative

resolution

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# Location Map



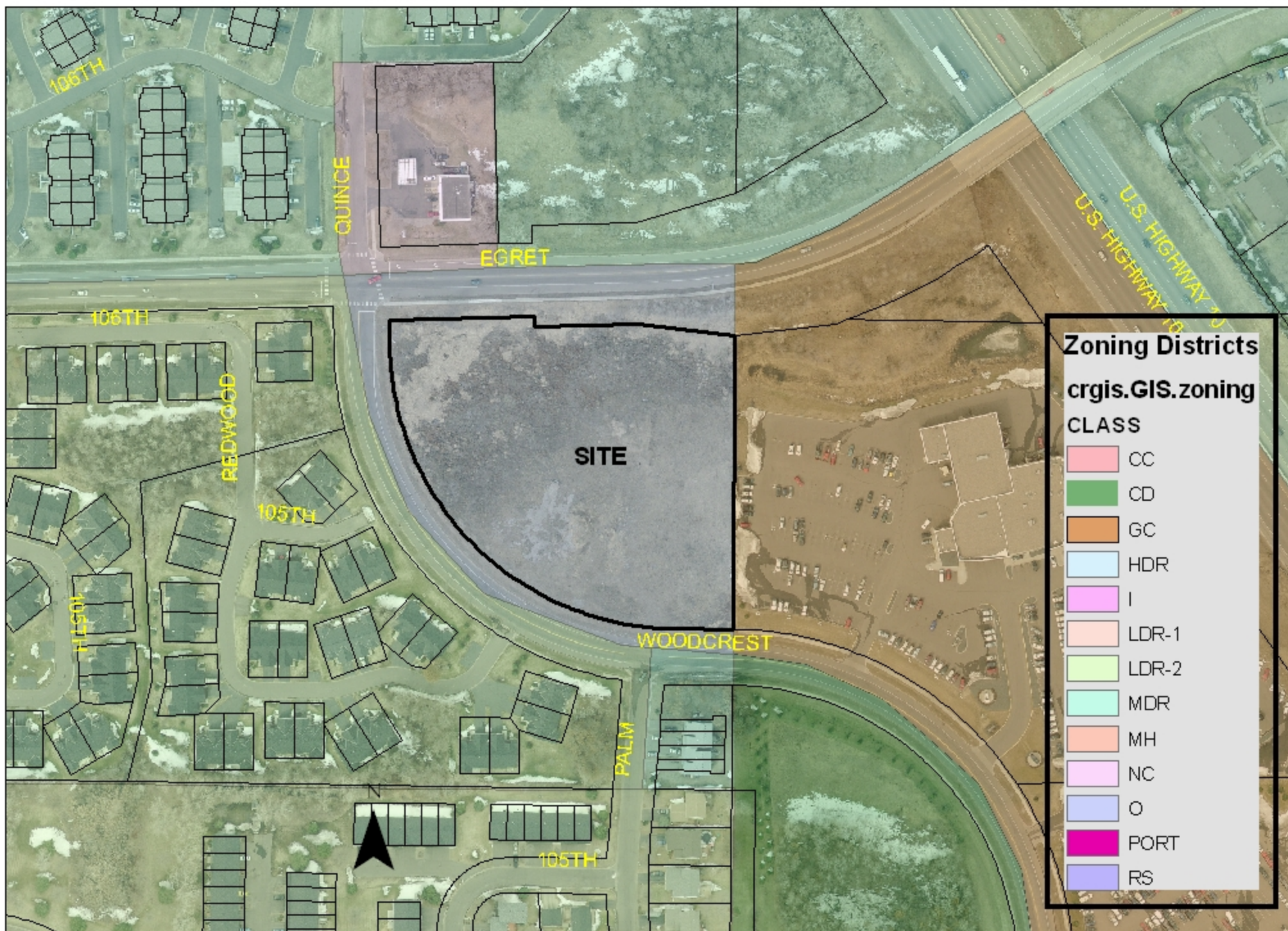


# Land Use Map





# Zoning Map



**Narrative Supplement to Application for a Comprehensive Plan Amendment and for Rezoning to Moderate Density Residential**

Applicant / Owner: Patricia J. Jordan  
Property Address: Woodcrest at Egret (SE corner)  
PIN: 23-32-24-14-0005  
Legal Description: Lot 1, Block 3, CARLA DE ADDITION, Anoka County, MN

**A Negative Findings:**

In retrospect, an error was made in the original land use designation and zoning of the property. The economy and local conditions have changed to such an extent that no reasonable use can be made of the property under the current land use designation [Office] and under the current zoning [Office].

1. The land has been held under Office designation and zoning for at least 15 years with no viable buyer ever coming forward with an offer.
2. The land will never be developed for Office because:
  - It is too isolated from other Office and Commercial districts
  - It is a transportation “orphan” for any form of commercial or office zoning because it has no convenient access to U.S. 10
  - Both of those factors contributed to the loss of office use in some buildings on nearby Robinson Drive over the last decade
  - There is presently no market for new office construction because metro vacancy rates continue to run at about 20%
  - The property has no visibility to east bound U.S. 10 traffic because of the Egret Boulevard overpass
  - The property has diminished visibility to west bound U.S. 10 traffic because of the auto dealership lying between the property and the highway.

**B. Practical findings and justifications for redesignation under the Comprehensive Plan and for rezoning.**

3. **A Change in Designation and Zoning is Supported.** The property is currently designated as Office in the Comprehensive Plan (Map L-5: Future Land Use). The land is currently zoned Office on the current Zoning Map. The land should be redesignated Moderate Density Residential [“MDR”] in the Comprehensive Plan and rezoned to Moderate Density Residential because:
  - Bracketed on North, West, and South sides by large residential zones
  - MDR is completely compatible with the surrounding residential uses.
  - Adjoined on 1 of its 3 sides by a commercial use
  - Served by public transportation

- There are ample public parks and open spaces in the immediate area of this property

4. **Surrounding Uses.** The current land use designations and zoning classifications of properties within 350 feet of the subject property are as follows:

<i>Property</i>	<i>Comp. Plan Designation</i>	<i>Zoning Classification</i>
Convenience Store, Egret at Woodcrest, NW corner	Neighborhood Commercial	Neighborhood Commercial
Residential Properties, North of Egret (surrounding the convenience store)	Residential, Moderate Density	Residential, Moderate Density
Residential Properties, South of Egret (west and south of the subject property)	Residential, Moderate Density, and, Residential, Low Density	Low Density Residential 2 (LDR2)
Public land, SE of SE corner of subject property	Park, Recreation and Preserve	Conservancy
Auto dealership East of subject property	General Commercial	General Commercial

5. **Consistent with Comprehensive Plan.** A change to Moderate Density Residential will be consistent the goals, objectives and policies of the Comprehensive Plan, as follows:

In the Land Use Plan (Comp. Plan, Page 2-8), this goal is met with this proposal:

**Goal #1: Maintain complete and balanced neighborhoods that include a variety of housing resources, supporting commercial development, and adequate open space and recreation opportunities. [Emphasis added.]**

In particular, these Objectives of this goal are directly addressed by this proposal:

- 1-2 To provide a variety of housing types...
- 1-5 To...eliminate obsolete land uses



These Policies for this goal are directly addressed by this proposal for rezoning:

- 1-2 Encourage a balanced housing stock serving all stages of the life cycle in all portions of the City.
- 1-3 Ensure the location of higher density residential development at the fringes of neighborhoods and along transit corridors. Ensure the location of higher density residential development at the fringes of neighborhoods and along transit corridors.
- 1-7 Encourage conversion of underutilized commercial land to multi-family residential uses in areas designated by the Comprehensive Plan.
- 1-9 Review and update the City's zoning regulations periodically for residential districts to reflect changing lifestyles and ensure that infill development is compatible with the surrounding neighborhood in scale and design.

In the Land Use Plan, Goals 2 through 6 are generally inapplicable to this rezoning application.

In the Land Use Plan, Goal #7 directly addresses this rezoning application:

**Goal #7: Eliminate blighting influences throughout the City and encourage redevelopment of underutilized land.**

In particular, these Objectives of this goal are directly addressed by this proposal:

- 7-1 To curb the spread of blighting characteristics and eliminate underutilized land and obsolete land uses.
- 7-3 To ensure that new development reflects current market conditions.... [*Emphasis added.*]

6. **Survey.** A current boundary survey of the property is included as an attachment.

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**RESOLUTION NO. 12-82**

**A RESOLUTION AMENDING THE COMPREHENSIVE  
PLAN FOR THE CITY OF COON RAPIDS (PC 12-6)**

**WHEREAS**, the Comprehensive Plan adopted by the City Council for the City of Coon Rapids on March 18, 2008, designated an Office use for property described as follows:

Lot 1, Block 3, Carla De Addition, Anoka County, Minnesota

**WHEREAS**, after consideration by the Planning Commission of appropriate use for this area, the Commission has recommended that the property previously designated as Office use be designated as Moderate Density Residential; and

**WHEREAS**, the City Council, after due deliberation and consideration of the recommendations of the Planning Commission, concurs with said recommendations.

**NOW, THEREFORE, BE IT RESOLVED** by the Coon Rapids City Council that the Comprehensive Plan as amended be further amended to provide that the property hereinafter described be designated as Moderate Density Residential, to-wit:

Lot 1, Block 3, Carla De Addition, Anoka County, Minnesota

Adopted by the Coon Rapids City Council this 8<sup>th</sup> day of August, 2012.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



## City Council Regular

8.

**Meeting Date:** 08/08/2012

**Subject:** PC 12-7 Jordan Zone Change, Consideration of an Ordinance rezoning certain property from Office to Moderate Density Residential

**From:** Scott Harlicker, Planner

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### INTRODUCTION

The applicant is requesting the approval of an ordinance rezoning certain property from Office to Moderate Density Residential. The applicant has also submitted a request for a corresponding change to the Comprehensive Land Use Plan from Office to Moderate Density Residential.

### DISCUSSION

#### Background

The applicant is requesting a rezoning from *Office* to *Moderate Density Residential*. The site is currently vacant. According to the wetland inventory, there are two small wetlands on the site.

#### Analysis

When considering a request to rezone property, the Council should evaluate if there was some mistake in the original zoning, or if the character of the neighborhood has changed so that a reasonable use of the property can not be made under the current zoning classification.

#### Mistake in the Original Zoning

From 1985 to 1999 the subject property was zoned *Neighborhood Commercial*. The property remained undeveloped during this time. Included as part of the Comprehensive Plan update approved in 1999, the property was rezoned to *Office* and has remained undeveloped. Since the property was rezoned from *Neighborhood Commercial* to *Office*, the properties to the east and south, which have frontage along Highway 10, have been developed. Because this property is not visible from Highway 10 and the nearest access to Highway 10 is over a mile away, it is not very desirable as commercial or office development. It is a better candidate for a use that does not depend on visibility or access from Highway 10 such as a moderate density residential development.

#### Reasonable Use of the Property

The subject property is located in an area that is, with the exception of the car dealership that has Highway 10 frontage, generally residential in character. There are townhomes, neighborhood commercial and a park nearby. Rezoning this parcel to *Moderate Density Residential* would be consistent with the current residential character of the neighborhood

Since the site has not developed as either commercial or office in over 25 years, the neighborhood has changed such that the applicant cannot maintain a reasonable use of the property under the current zoning.

The City Council should also give consideration to the evaluation criteria found in Section 11- 307 when

considering rezoning requests.

Section 11-307 Criteria	Comments
Effect of public health, safety, order, convenience, and general welfare in the area.	<b>OK</b> - The proposed zoning will not adversely impact the area. The property is adjacent to commercial and townhouse residential land uses; it is down the street from a city park.
Effect on present and potential surrounding land uses.	<b>OK</b> – The proposed zoning will not adversely impact the surrounding residential or commercial land uses. Future moderate density residential development would serve as an extension of the adjacent townhouse developments.
Conformance with the Comprehensive Land Use Plan.	<b>OK</b> – Assuming the proposed land use amendment is approved, the proposed zone change will be consistent with the City’s Comprehensive Land Use Plan. The proposed land use designation is Moderate Density Residential.
Conformance with any applicable development district.	<b>OK</b> – There is no applicable district plan in this area.

### Planning Commission Meeting

At the Planning Commission meeting held on June 21st no residents spoke at the public hearing. The Commission Voted 6:0 to recommend approval of the proposed zone change.

### City Council Meeting

At the City Council meeting held on July 17th the Council introduced the attached ordinance. The Council asked if the applicant has any development plans. The applicant does not have any plans for development at this time. Moderate Density Residential zoning allows for townhome development at a density of up to seven units per acre.

### ALIGNMENT WITH STRATEGIC VISION

This item relates to the **Community Development and Redevelopment**, section of the 2030 Strategic Vision in the following way: It will encourage the development of an undeveloped lot thereby help grow and support the City's economic base.

### RECOMMENDATION

In Planning Case 12-7, the City Council **adopt** the attached ordinance **approving** the proposed rezoning based on the following findings:

1. The proposed zone change would be consistent with the Comprehensive Land Use Plan.
2. The proposed zone change is compatible with the surrounding zoning districts and land uses.
3. The proposed zone change would not have an adverse impact on the area.
4. The times and conditions have change and the character of the neighborhood has changed so that a reasonable use of the property can not be made under the current zoning.

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### Attachments

Location Map

Land Use Map

Zoning Map

applicant narrative

Ordinance

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# Location Map



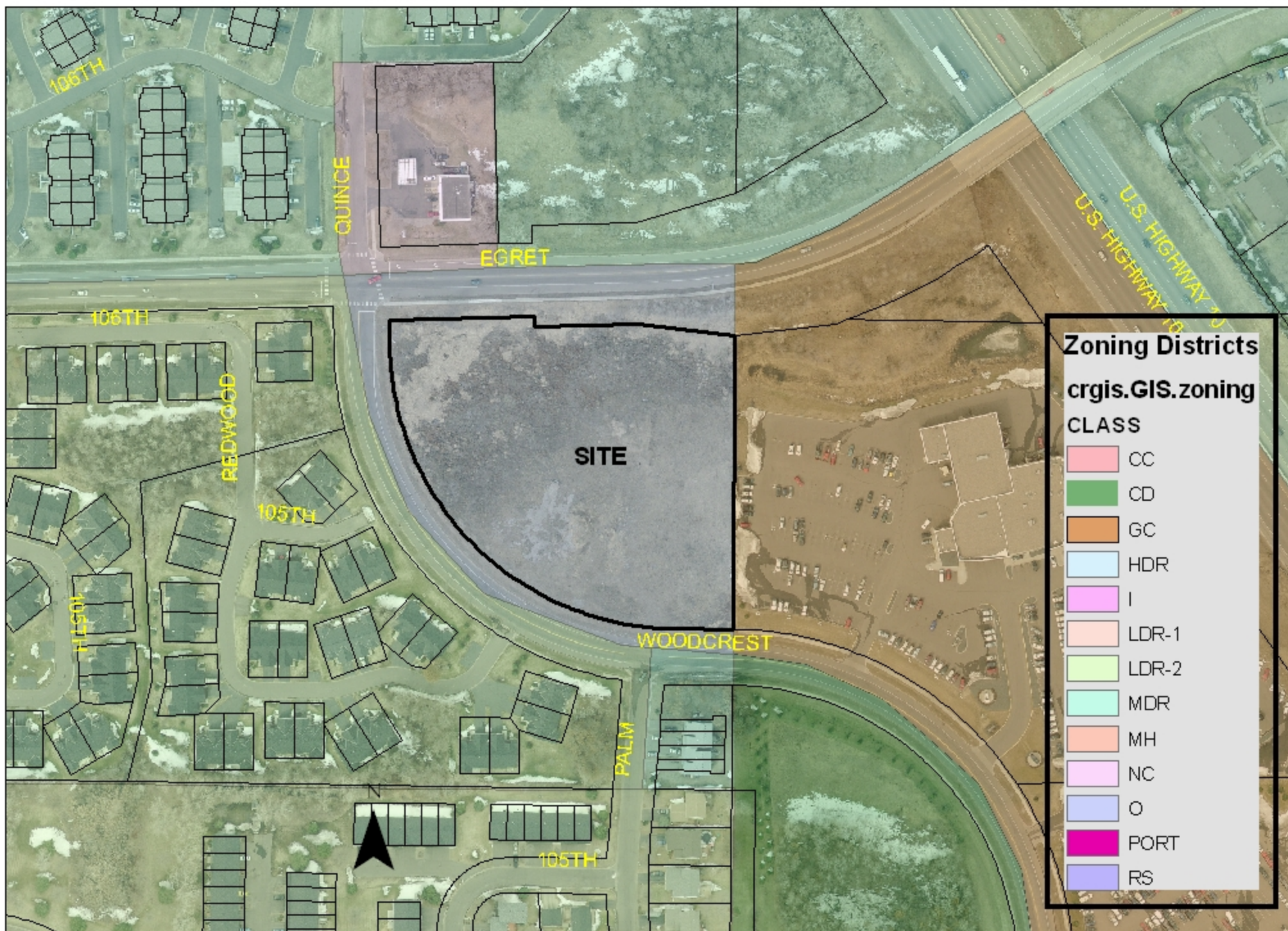


# Land Use Map





# Zoning Map



**Narrative Supplement to Application for a Comprehensive Plan Amendment and for Rezoning to Moderate Density Residential**

Applicant / Owner: Patricia J. Jordan  
Property Address: Woodcrest at Egret (SE corner)  
PIN: 23-32-24-14-0005  
Legal Description: Lot 1, Block 3, CARLA DE ADDITION, Anoka County, MN

**A Negative Findings:**

In retrospect, an error was made in the original land use designation and zoning of the property. The economy and local conditions have changed to such an extent that no reasonable use can be made of the property under the current land use designation [Office] and under the current zoning [Office].

1. The land has been held under Office designation and zoning for at least 15 years with no viable buyer ever coming forward with an offer.
2. The land will never be developed for Office because:
  - It is too isolated from other Office and Commercial districts
  - It is a transportation “orphan” for any form of commercial or office zoning because it has no convenient access to U.S. 10
  - Both of those factors contributed to the loss of office use in some buildings on nearby Robinson Drive over the last decade
  - There is presently no market for new office construction because metro vacancy rates continue to run at about 20%
  - The property has no visibility to east bound U.S. 10 traffic because of the Egret Boulevard overpass
  - The property has diminished visibility to west bound U.S. 10 traffic because of the auto dealership lying between the property and the highway.

**B. Practical findings and justifications for redesignation under the Comprehensive Plan and for rezoning.**

3. **A Change in Designation and Zoning is Supported.** The property is currently designated as Office in the Comprehensive Plan (Map L-5: Future Land Use). The land is currently zoned Office on the current Zoning Map. The land should be redesignated Moderate Density Residential [“MDR”] in the Comprehensive Plan and rezoned to Moderate Density Residential because:
  - Bracketed on North, West, and South sides by large residential zones
  - MDR is completely compatible with the surrounding residential uses.
  - Adjoined on 1 of its 3 sides by a commercial use
  - Served by public transportation

- There are ample public parks and open spaces in the immediate area of this property

4. **Surrounding Uses.** The current land use designations and zoning classifications of properties within 350 feet of the subject property are as follows:

<i>Property</i>	<i>Comp. Plan Designation</i>	<i>Zoning Classification</i>
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Residential Properties, North of Egret (surrounding the convenience store)	Residential, Moderate Density	Residential, Moderate Density
Residential Properties, South of Egret (west and south of the subject property)	Residential, Moderate Density, and, Residential, Low Density	Low Density Residential 2 (LDR2)
Public land, SE of SE corner of subject property	Park, Recreation and Preserve	Conservancy
Auto dealership East of subject property	General Commercial	General Commercial

5. **Consistent with Comprehensive Plan.** A change to Moderate Density Residential will be consistent the goals, objectives and policies of the Comprehensive Plan, as follows:

In the Land Use Plan (Comp. Plan, Page 2-8), this goal is met with this proposal:

**Goal #1: Maintain complete and balanced neighborhoods that include a variety of housing resources, supporting commercial development, and adequate open space and recreation opportunities. [Emphasis added.]**

In particular, these Objectives of this goal are directly addressed by this proposal:

- 1-2 To provide a variety of housing types...
- 1-5 To...eliminate obsolete land uses



These Policies for this goal are directly addressed by this proposal for rezoning:

- 1-2 Encourage a balanced housing stock serving all stages of the life cycle in all portions of the City.
- 1-3 Ensure the location of higher density residential development at the fringes of neighborhoods and along transit corridors. Ensure the location of higher density residential development at the fringes of neighborhoods and along transit corridors.
- 1-7 Encourage conversion of underutilized commercial land to multi-family residential uses in areas designated by the Comprehensive Plan.
- 1-9 Review and update the City's zoning regulations periodically for residential districts to reflect changing lifestyles and ensure that infill development is compatible with the surrounding neighborhood in scale and design.

In the Land Use Plan, Goals 2 through 6 are generally inapplicable to this rezoning application.

In the Land Use Plan, Goal #7 directly addresses this rezoning application:

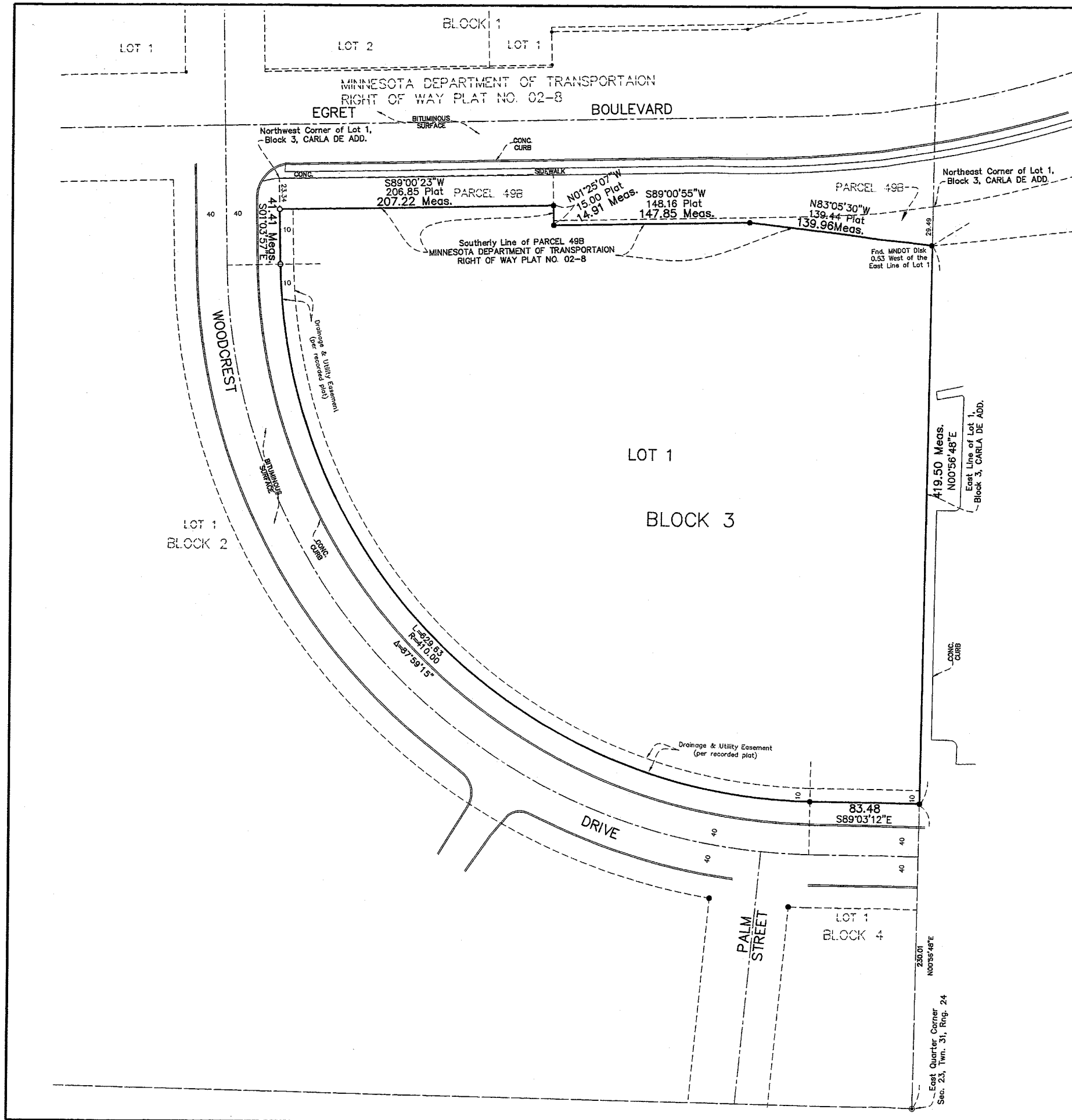
**Goal #7: Eliminate blighting influences throughout the City and encourage redevelopment of underutilized land.**

In particular, these Objectives of this goal are directly addressed by this proposal:

- 7-1 To curb the spread of blighting characteristics and eliminate underutilized land and obsolete land uses.
- 7-3 To ensure that new development reflects current market conditions.... [*Emphasis added.*]

6. **Survey.** A current boundary survey of the property is included as an attachment.

\*\*\*\*\*



# CERTIFICATE OF SURVEY ~ for ~ Patricia Jordan

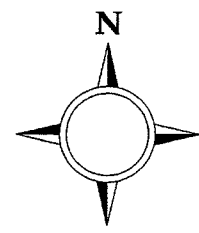
## NOTES:

1. In providing this boundary survey no attempt has been made to obtain or show data concerning existence, size, depth, condition, capacity or location of any utility existing on the site, whether private, municipal or public owned.
2. The professional surveyor has made no investigation or independent search for easements of record, encumbrance, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
3. Square footage of lot is 178,106 sq. ft. or 4.09 acres
4. This lot is in Section 23 Township 31 Range 24.
5. Subject to taking for right of way by MNDOT, Parcel 49B Minnesota Department of Transportation Right of Way Plat No. 02-8.

PROPERTY DESCRIPTION: (From Certificate of Title No.113809)  
Lot 1, Block 3, CARLA DE ADDITION, Anoka County, Minnesota.

## LEGEND

- = Iron monument found
  - = Iron monument set and marked with license No. 18420.
  - ⊙ = Anoka County Cast Iron Monument
- Plat = Platted Dimension  
Meas. = Measured Dimension



DESIGNED BY	BRP	REVISION	DATE	I hereby certify that this survey, plan or report was prepared by me or under my supervision and that I am a duly Licensed Professional Land Surveyor under the laws of the State of Minnesota.  <i>Charles R. Christensen</i> Charles R. Christensen, MN License No. 18420 Date 07/14/11
DRAWN BY	CRG	BOOK	PAGE	
CHECKED BY	CRG	BOOK	PAGE	FILE NO.
SCALE	1"=40'	BOOK	PAGE	FILE NO.
DATE	08/04/11	BOOK	PAGE	FILE NO.
FILE NO.	3092.01	BOOK	PAGE	FILE NO.

<b>Hakanson Anderson</b> Civil Engineers and Land Surveyors 3601 Thurston Avenue, Anoka, Minnesota 55303 763-427-5555 www.haa-inc.com	<b>Lot 1, Block 3, CARLA DE ADDITION Anoka County, Minnesota.</b>	<b>CERTIFICATE OF SURVEY ~ for ~ Patricia Jordan</b>
-------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------	--------------------------------------------------------------

SHEET NUMBER
1

**ORDINANCE NO.**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF  
THE CITY OF COON RAPIDS SO AS TO PROVIDE CHANGES  
IN THE ZONING CLASSIFICATION (PC 12-7)**

**The City of Coon Rapids does ordain:**

Section 1. The official zoning map of the City of Coon Rapids is hereby amended to change the classification of the following described property from Office to Moderate Density Residential:

Lot 1, Block 3, Carla De Addition, Anoka County, Minnesota

Introduced the 17th day of July, 2012.

Adopted on the \_\_\_\_ day of \_\_\_\_\_, 2012.

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Tim Howe, Mayor

**ATTEST:**

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Catherine M. Sorensen, City Clerk



## City Council Regular

9.

**Meeting Date:** 08/08/2012

**Subject:** PC 12-8 Consider an Ordinance Amendment to increase the maximum driveway width in LDR2 zoning district

**From:** Scott Harlicker, Planner

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### **INTRODUCTION**

On June 5, 2012 the City Council introduced an ordinance that included both the LDR1 and LDR2 zoning districts. The Council discussed the proposed changes at a following workshop and expressed concerns about what type of impact the proposed changes would have on the larger lots located in the LDR1 zoning district. Council directed staff to modify the proposed code change to not include the LDR1 zoning district. This change was significant enough that staff felt the revised ordinance should be reintroduced.

At the July 17th City Council meeting Council introduced the revised ordinance.

Staff is currently researching possible changes to driveway dimensions in the LDR1 district that would address the concerns raised by the Council. A separate ordinance will be proposed to address the issues identified by the Council.

### **DISCUSSION**

#### **Background**

As part of the continuing process of updating Title 11, staff has been reviewing the zoning code and provisions of the property maintenance code with the intention of making sure they are consistent and supportive of each other. Parking trailers and RVs alongside garages has been an ongoing issue in the city for a number of years. The code currently allows parking in front and side yards only on an improved surface. Improved surfaces include asphalt, concrete or pavers. The maximum drive way width (36 feet) often precludes widening the driveway to provide access to these accessory off-drive parking areas. A related question is should these off-drive parking areas be required to be paved.

#### **Proposed Changes**

##### *Driveway Width and Off-Drive Parking Area Width*

To provide access to the off-drive parking areas staff is proposing that the maximum driveway width be increased to a maximum of 40 feet or 50 percent of the lot width, whichever is less. If the lot is less than 72 feet wide, they would still be allowed a 36 foot wide driveway. The maximum width would be measured between the front of the garage to 20 feet from the front of the garage and would include the off-drive parking area. At 20 feet from the garage the driveway would have a maximum width of 36 feet (what the current code allows). This would allow angled access to the parking area. The maximum driveway width at the street right-of-way would remain unchanged (24 feet).

The maximum width of the off-drive parking area would be 12 feet. and could not extend more than 24 feet from the front of the garage to the rear. It could extend to the property line.

## *Surface Material*

### Off-Drive Parking Areas

The current code requires that these side parking areas be finished with an improved surface. Since they typically function as storage space and not an active driveway, staff proposed allowing alternative materials be used as a surface. These materials include pervious pavers, patio blocks or concrete pavers, or porous paving grids. Typically these types of materials can be installed by a homeowner. They are proposed as a compromise between materials such as concrete and bituminous that require professional installation and a gravel material.

The Commission discussed the use of a stone or gravel material for the parking area. If stone were to be used, the Engineering Department recommended a 3/4 inch fractured stone. It would allow water to percolate but would not shift like landscaping stone. It also comes washed so there is no dirt or gravel that will prohibit drainage and track off site. The use of stone would require a suitable edging material to control the spread of the stones. The Commission decided to recommend that stone be allowed as a finish material for the part of the parking area located to the rear of the front line of the garage.

The entire off-drive parking area would have to be finished and extend to the drip line of the vehicle that is parked on it. The finish material would have to be installed per standards on file with the city or per manufacturer's specifications.

### Driveways

The current code requires that driveways be finished with an improved surface. Finish surface materials include concrete, bituminous, brick pavers or similar hard surface material approved by the Community Development Director. No changes are proposed for this standard.

### New Definition

Off-Drive Parking Area - An off street area connected to a driveway intended for the parking of vehicles.

### Planning Commission Meeting

At the Planning Commission meeting held on May 17th two residents spoke at the public hearing. One believed that stone should be added as an approved surface material for off drive parking areas because it would be a less costly alternative than pavers and paving grids. He also stated that there should be a separation distance between the parking area and the side of the garage to allow room for a sidewalk or walkway between what is being parked and the garage. The second resident supported the use of stone as a finish material and discussed the process of applying for driveway permit and the need for a survey.

The Commission voted 4:0 to recommend approval of the proposed ordinance.

### **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Community Development and Redevelopment, Housing/Neighborhoods**, sections of the 2030 Strategic Vision in the following way: It creates consistency between the provisions of the property maintenance code and the zoning code and allows residents to access parking pads on the side of their garage.

### **RECOMMENDATION**

In Planning Case 12-8, the the City Council **adopt** the ordinance **approving** the proposed ordinance amendment.

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### **Attachments**

Driveway Diagram

PC Minutes 5-17

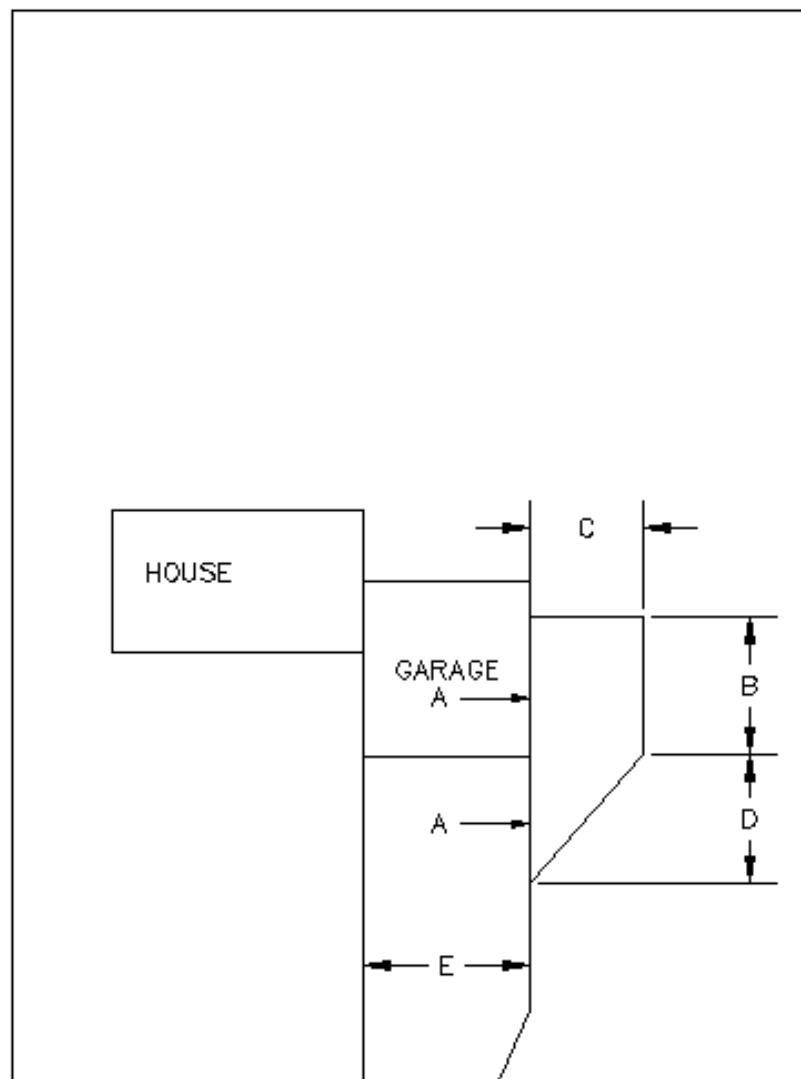


## Ordinance

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FIGURE A

REAR PROPERTY LINE



FRONT PROPERTY LINE

2. PLANNING CASE 12-8 – ORDINANCE AMENDMENT TO INCREASE THE  
MAXIMUM DRIVEWAY WIDTH IN LDR1 AND LDR2 ZONING  
DISTRICTS – PUBLIC HEARING

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It was noted the City is proposing an ordinance amendment to increase the maximum driveway width in the LDR1 and LDR2 zoning districts and establish design standards for off-drive parking areas. The City addressed this issue quite often with code compliance issues. For this reason, Staff was recommending approval of the Ordinance amendment. Planner Harlicker then reviewed the dimensions of the new off-drive parking space and explained the parking area must be a finished surface. He noted that if the Commission wanted to allow stone as a finish material, the Engineering Department recommended a ¾ inch washed fractured stone.

Chairman Naeve opened the public hearing at 7:02 p.m.

Jerry Klaveader, 12053 Evergreen Street, indicated he received a notice regarding the off-drive parking. He suggested the parking language be altered to read adjacent parking instead of attached parking. In addition, he recommended the 12 foot width be increased to allow for additional space when backing in vehicles or opening vehicle doors.

Mr. Klaveader requested the Commission allow for stone to be used in off-drive parking areas. He stated this was a much more affordable option versus pavers, asphalt or concrete. He explained that a change to this area of City Code would leave a lot of properties out of compliance.

Richard Pettis, 10700 Xavis Street NW, did not mind the requirement for cement or asphalt. However, he questioned if homeowners could complete the concrete work themselves without the use of a professional. He indicated this would be adequate for off-drive parking. He supported the use of ¾" stone as well if properly contained.

Chairman Naeve indicated residents would be able to install their own concrete if they received the proper City permits and meet City Code requirements.

Mr. Klaveader questioned if a parking pad would require a City permit. Community Development Director Nevinski stated a building permit would be needed to assure that encroachments were not being made through the additional parking space.

Mr. Pettis asked if a survey was required in order to receive a building permit. Community Development Director Nevinski explained that many properties in the City already had surveys on file. Measurements could be made from these surveys or would have to be completed by the homeowner.

Chairman Naeve closed the public hearing at 7:16 p.m.

MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER STEVENS, TO APPROVE AN AMENDMENT TO SUBSECTION F(1) TO READ SHALL BE WITHIN FIVE (5) FEET OF THE SIDE OF THE GARAGE AND ATTACHED TO THE DRIVEWAY. THE MOTION PASSED UNANIMOUSLY.

Commissioner Geisler recommended a change to Section 10(E) striking “or parking surfaces”.

MOTION BY COMMISSIONER GEISLER, SECONDED BY COMMISSIONER STEPHENSON, TO APPROVE AN AMENDMENT TO SUBSECTION 10(E) STRIKING “OR PARKING SURFACES”. THE MOTION PASSED UNANIMOUSLY.

Chairman Naeve questioned if the maximum allowable parking space width was 40 feet or 48 feet. Planner Harlicker indicated those residents with a 36 foot driveway width would not be allowed to have an additional 12 feet of off-drive parking space. The maximum allowable width would be 40 feet.

Commissioner Stevens clarified that only registered vehicles could be stored on off-drive parking surfaces.

Commissioner Geisler agreed stating this space was not to be used for storage. She then questioned if Subsection I should be tied into the new language stating parking must be located on driveway or off-driveway parking when in the front. Planner Harlicker was in favor of this language amendment.

MOTION BY COMMISSIONER GEISLER, SECONDED BY COMMISSIONER STEPHENSON, TO APPROVE AN AMENDMENT TO SUBSECTION I STATING PARKING WITHIN THE FRONT AND SIDE YARDS MUST BE LOCATED ON DRIVEWAY OR OFF-DRIVE PARKING AREA. THE MOTION PASSED UNANIMOUSLY.

Commissioner Stevens recommended Section G be amended to include ¾” stone.

Commissioner Geisler was torn on this issue. She understood the rock use would have to be edged and weed free. She indicated off-drive parking areas were part of the front of the house and the visual sight lines should be preserved.

Commissioner Stephenson was in favor of the use of ¾” rock versus further use of pavement.

Commissioner Stevens suggested the dimension and size of gravel would have to be specified within the City Code to assure that the proper rock was used for the off-drive parking areas.

Community Development Director Nevinski commented the Commission could recommend that rock could be used in specific areas for off-drive parking. In addition, a supporting structure would be needed to contain the rock. He stated specifications could be left on file with the City Engineer on how these areas are constructed.

Commissioner Stevens questioned if a building permit would question what material would be used for the off-drive parking area. Community Development Director Nevinski stated the permit could ask for clarification on the building material that would be used.

MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER GEISLER, TO APPROVE AN AMENDMENT TO SUBSECTION 10(G) ADDING A SECOND SENTENCE STATING  $\frac{3}{4}$ " FRACTURED ROCK, PER SPECIFICATIONS ON FILE WITH THE CITY ENGINEER, MAY BE USED FOR OFF-DRIVE PARKING AREAS, PROVIDED THAT SUCH ROCK MAY ONLY BE USED ON OFF-DRIVE AREAS LOCATED BEHIND THE FRONT OF THE GARAGE. THE MOTION PASSED UNANIMOUSLY.

MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER STEVENS, TO APPROVE PLANNING CASE 12-8, THE PROPOSED ORDINANCE AMENDMENT TO AMEND SECTIONS 11 605(10) AND 11-705(10) TO INCREASE THE MAXIMUM DRIVEWAY WIDTH AND ESTABLISH A DEFINITION AND DESIGN STANDARDS FOR OFF-DRIVE PARKING AREAS AS AMENDED. THE MOTION PASSED UNANIMOUSLY.

This is a recommendation to the City Council that will be considered at the June 5, 2012 City Council meeting.

## ORDINANCE NO.

### AN ORDINANCE TO INCREASE THE MAXIMUM DRIVEWAY WIDTH IN THE LDR2 ZONING DISTRICT AND ESTABLISH A DEFINITION AND STANDARDS FOR OFF DRIVE PARKING AREAS AND THEREBY AMENDING REVISED CITY CODE – 1982 SECTIONS 11-200 AND 11-705(10)

#### The City of Coon Rapids does ordain:

Section 1. Revised City Code - 1982 Section 11-200 is hereby amended as follows by the addition of the following new definition, which is to be inserted alphabetically and the numbering changed accordingly.

Off Drive Parking Area – An off street, improved surface area connected to a driveway intended for the parking of vehicles.

Section 2. Revised City Code – 1982 Section 11-705(10) is hereby amended as follows:  
(deletions in brackets, additions double underlined)

11-705 District Standards. The District Standards shall be as follows:

...

#### (10) Parking and Drives.

(a) The minimum number of required off-street parking spaces for a single family dwelling [shall be] is three. At least two spaces [shall] must consist of an enclosed garage.

(b) A driveway [shall] must have a minimum width within the street right-of-way of 10 feet per dwelling unit, excluding the entrance radii. Within the street right-of-way, the total width of all driveways accessing the same street frontage [shall] must not exceed 24 feet per dwelling unit, excluding the entrance radii.

(c) No more than 50 percent of the lot area located between the structure and the front property line may be improved as driveway and parking surfaces, provided, however, that the maximum pavement width, excluding a required turnaround, [shall] must not exceed 36 feet.

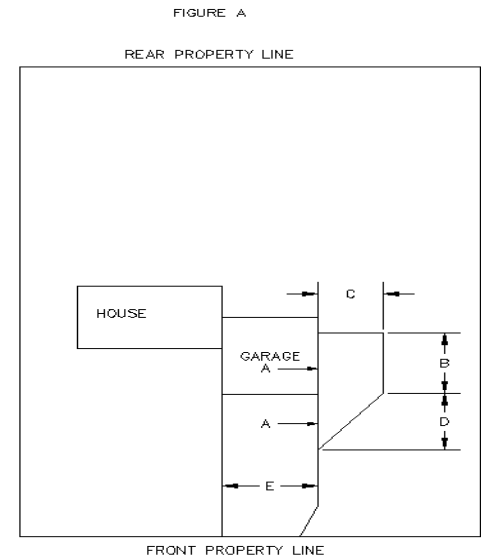
(d) Driveways [shall] may be permitted to be constructed up to the property line. However, driveways and parking [shall] must not be located within the sight triangle described in Subsection 11-1825(1).

(e) All driveways and parking areas [shall] must be improved with concrete, bituminous, brick pavers or similar hard surfaced material as approved by the Chief Building Official. Other materials, including decorative landscape rock, crushed rock, gravel, sand, bare soil, or similar materials, [shall be] are prohibited for use as driveway [or parking surfaces]. Driveways [shall] must be constructed and maintained according to standards on file in the office of the Chief Building Official. [If the roadway is not paved, the driveway need not be paved until such time as the owner is given notice by the Zoning Administrator. Within 30 days after completion of the paving of the roadway, the Zoning Administrator shall notify the owner in writing that the driveway must be paved. The

notice shall specify a date for completion of the driveway paving, which date shall be no less than six months nor more than one year from the date of the notice.]

(f) Off-Drive Parking Areas:

- i. Must be within five feet of the side of the garage and attached to the driveway. (Arrows A in Figure A)
- ii. Must not extend more than 24 feet from the front of the garage to the rear. (Arrow B in Figure A).
- iii. May extend to the side property line, provided, it is no wider than 12 feet. (Arrow C in Figure A).
- iv. Must not extend more than 20 feet from the front of the garage towards the street (Arrow D in Figure A)
- v. The total width of the driveway (Arrow E in Figure A) and the Off-Drive Parking Area (Arrow C in Figure A) cannot not exceed 40 feet or 50 percent of the lot width



(g) Off-Drive Parking Areas must be finished with an improved surface material, permeable pavers, patio blocks or concrete pavers, porous paving grids or similar material as approved by the Director. Washed ¾ inch fractured stone may be used as a surface material for that part of the parking area located behind the front line of the garage. The finished area must be a continuous surface, of sufficient width to so as to include the drip line of the vehicle that is parked on it and maintained weed free. The finished material must be installed per standards on file with the city or per manufacture's specifications.

(h) Driveway access to arterial and collector streets [shall be] is prohibited, unless approved by the City Council. Where a driveway access is permitted to an arterial or collector street, a driveway turnaround [shall] must be provided in order to eliminate the need for vehicles to back onto the street when exiting.

[(g)] (i) Parking [shall be prohibited within the front and side yards except on improved surfaces] within the front and side yards must be on a driveway or off drive parking area.

...

Introduced this 17th day of July, 2012.

Adopted this \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Tim Howe, Mayor

ATTEST:

\_\_\_\_\_  
Cathy M. Sorensen, City Clerk



## City Council Regular

10.

**Meeting Date:** 08/08/2012

**Subject:** PC 12-14 North Suburban Eye Specialist Office Building Site Plan

**From:** Scott Harlicker, Planner

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### **INTRODUCTION**

The applicant is requesting site plan approval for a 32,000 square foot office building at 3789 Coon Rapids Boulevard.

### **DISCUSSION**

The applicant is proposing a 32,000 square foot one story office building. The project is located within PORT Wellness, at the northeast corner of Round Lake Boulevard and Coon Rapids Boulevard. It is the former site of the McKay auto dealership. The project includes 166 parking spaces, is utilizing an existing right-in only access from Coon Rapids Boulevard and a full access on Round Lake Boulevard. The access on to Round lake Boulevard will also be used by the adjacent senior housing project. The applicant is requesting design flexibility regarding the floor to area ratio, building design and height and landscaping.

The applicant designed the project so that it is compatible and consistent with the adjacent senior housing project. The applicant has taken elements and materials used in the senior housing building and incorporated them into the design of this building. The elements include color of materials, use of brick and incorporating columns into the design. The landscaping between the two parking lots are also consistent with each other.

The applicant has an anticipated construction start of September or October this year.

### **Design Flexibility**

#### **Floor to Area Ratio (FAR)**

The code requires a FAR of .6. The applicant is proposing an FAR of .2. Staff and the Commission recommends the Council approve the proposed .2 FAR. A .6 FAR would require a 99,156 square foot building with 461 parking spaces.

#### **Building Design**

##### *Windows and Doors*

The Code requires that 60% of the primary street facade be 60% glass on the first floor. The design of the building complies with the 60% windows on the main facade facing Coon Rapids Boulevard. However, the facade facing Round Lake Boulevard (the west elevation), while including many windows does not meet the 60% requirement. Given the design of the building (the need for eye examination rooms without windows), the placement of the proposed windows and the proposed landscaping, Staff and the Commission recommends the Council approve the proposed west elevation.

##### *Building Height*



The code requires a minimum building height of 20 feet and designed with a two story expression. Most of the building has a maximum height of 18 feet. There are elements of the building that are taller than the required 20 feet. The raised canopies over the entrances and raised parapets give the building a two story feel. The applicant has taken elements and materials used in the adjacent senior housing building and incorporated them into the design of this building. Staff and the Commission recommend the Council approve the proposed building height.

### Landscaping

The applicant requested flexibility regarding the number of overstory trees along Coon Rapids Boulevard. The code requires trees at 25 foot intervals. The applicant is proposing to plant overstory trees at 30 foot intervals and supplement them with ornamental trees. This will allow the overstory trees sufficient room to grow to their full height and width and the ornamental trees will add interest at a lower height. Staff and the Commission recommend the Council approve landscaping flexibility regarding overstory trees along Coon Rapids Boulevard

### Site Plan Layout

#### Access

The plan utilizes existing access from Coon Rapids Boulevard and Round Lake Boulevard. The access from Coon Rapids Boulevard is right-in only. The access from Round Lake Boulevard is a full access and is shared with the adjacent senior housing project. Because of differences in topography, there are no other options for shared drive aisles. There is a landscaped median between the two parking lots.

#### Building Design

Even though the proposed building is a single story, certain design features give it a taller expression. The raised canopies over the entrances and raised parapets give the building a two story feel. The applicant has taken elements and materials used in the adjacent senior housing building and incorporated them into the design of this building. The elements include color of materials, use of brick and incorporating columns into the design. The design of the building complies with the 60% windows on the main facade facing Coon Rapids Boulevard. However, the facade facing Round Lake Boulevard (the west elevation), while including many windows does not meet the 60% requirement.

#### Grading and Drainage

The applicant had been working with the adjacent property owner on a combined stormwater pond. However, timing of the two projects has not allowed for the shared design. At this time, each project will have a pond that abuts the other but functions independently. The applicant will continue conversations with the adjacent developer should the opportunity for the shared pond materialize.

The stormwater pond will be designed and constructed as a raingarden. The planting schedule includes a mix of seeds specifically for raingardens. The property owner should ensure that proper maintenance is performed to ensure the raingarden functions properly and is aesthetically pleasing.

### Landscaping

The plan provides for sufficient plantings in the parking lot. However, additional plantings are required in the open space areas, along the front of the building facing Coon Rapids Boulevard and along Round Lake Boulevard. The code requires two additional open space overstory trees, 21 shrubs along Round Lake Boulevard and 128 shrubs along the foundation of the building. The applicant is asking for design flexibility regarding the number of overstory trees along Coon Rapids Boulevard. The applicant is proposing planting trees at 30 foot intervals instead of 25 feet and supplementing them with ornamental trees.

## **Planning Commission Meeting**

At the Planning commission held on July 19th, no one spoke at the public hearing. The Commission had a lengthy discussion regarding EIFS and whether it was an acceptable exterior building material. The applicant agreed to eliminate the EIFS and replace it with stucco, which is listed in the code as an acceptable building material. The Commission also had an extended discussion regarding the height of the building and appropriateness of design flexibility.

The Commission voted 6:1 to recommend approval of the proposed site plan. Commissioner Schwartz had concerns about the height of the building and the two story expression, and voted against the motion. The rest of the Commission believed it complied with the intent of the ordinance. As part of their deliberation they discussed the requests for design flexibility and agreed that it is appropriate for this project.

## **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Community Development and Redevelopment** section of the 2030 Strategic Vision in the following way: the proposed project will increase the City's economic base.

## **RECOMMENDATION**

In PC 12-14, the City Council approved the proposed site plan with the following conditions:

1. Seating areas and trash receptacles be provided at the entrances.
2. The landscape plan be revised to show an additional 2 green space overstory trees, additional 21 street frontage shrubs and an additional 128 foundation shrubs along the Coon Rapids Boulevard building frontage.
3. The property owner establish a maintenance program for the rain garden and provide the city with a copy.
4. All EIFS to be changed to stucco
5. The spacing of the overstory trees along Coon Rapids Boulevard, east of the driveway, to be consistent with the trees on the adjacent senior housing project.
6. An additional 5 ornamental trees be planted along Round Lake Boulevard.
7. Approval of design flexibility with respect to building height, floor to area ratio, amount of glass on the west elevation, and the number of overstory trees along Coon Rapids Boulevard.
8. The applicant enter into a security agreement with the city prior to issuing the building permit.

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## **Attachments**

Site Plan

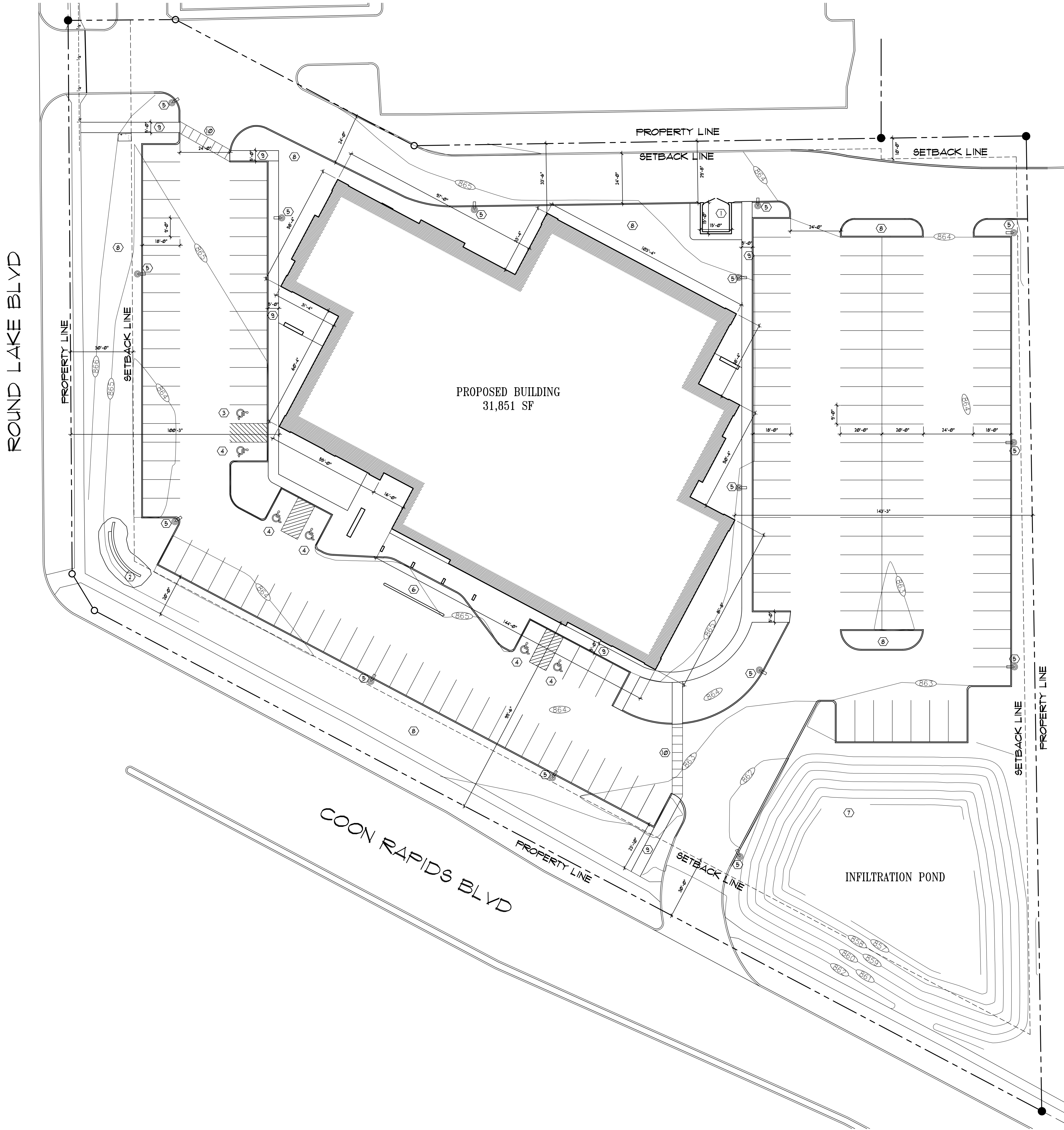
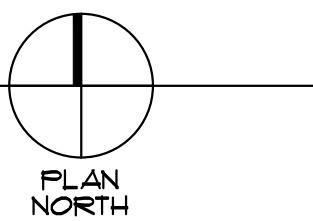
Landscape Plan

Building Elevations

7-19 PC Staff Report

7-19 PC Minutes

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- KEYED NOTES:**
- ① CHU DUMPSTER ENCLOSURE W/BERICK AND 100% OPAQUE GATE
  - ② 5'-0" TALL MONUMENTAL SIGN
  - ③ VAN ACCESSIBLE ADA PARKING SPACE
  - ④ ADA PARKING SPACE
  - ⑤ 25'-0" TALL LIGHT POLE
  - ⑥ DROP OFF AREA
  - ⑦ SEE CIVIL FOR RAIN GARDEN DETAILS
  - ⑧ SEE LI.1 FOR LANDSCAPE PLAN AND PLANTINGS
  - ⑨ 5'-0" CONCRETE SIDEWALK, TYP
  - ⑩ PAINTED PEDESTRIAN WALKWAY

**LOT SQUARE FOOTAGE:**

IMPERVIOUS: 116,173 SF  
PERVIOUS: 49,092 SF  
TOTAL SITE: 165,261 SF

CONFORMS TO CITY MAX 80% IMPERVIOUS

**PARKING SPACES:**

PROVIDED: 166 SPACES  
REQUIRED: 149 SPACES

**PARKING CALCULATIONS:**  
31,851 SF / 215 = 148.14  
PROVIDE MIN. 149 SPACES

CONFORMS TO CITY OF COON RAPIDS GENERAL DISTRICT STANDARDS, CHAPTER 11-1810, ARTICLE 11: MEDICAL AND DENTAL CLINICS AND OFFICES SHALL RECEIVE ONE SPACE FOR EACH 215SF OF FLOOR AREA.

ADA PARKING SPACES: 5  
VAN ACCESSIBLE: 1  
TOTAL SPACES PROVIDED: 6

ISSUE:			
6-11-19	△	CITY SUBMITTAL	
7-6-19	△	CITY SUBMITTAL - REVISIONS	
7-9-19	△	CITY SUBMITTAL - REVISIONS	
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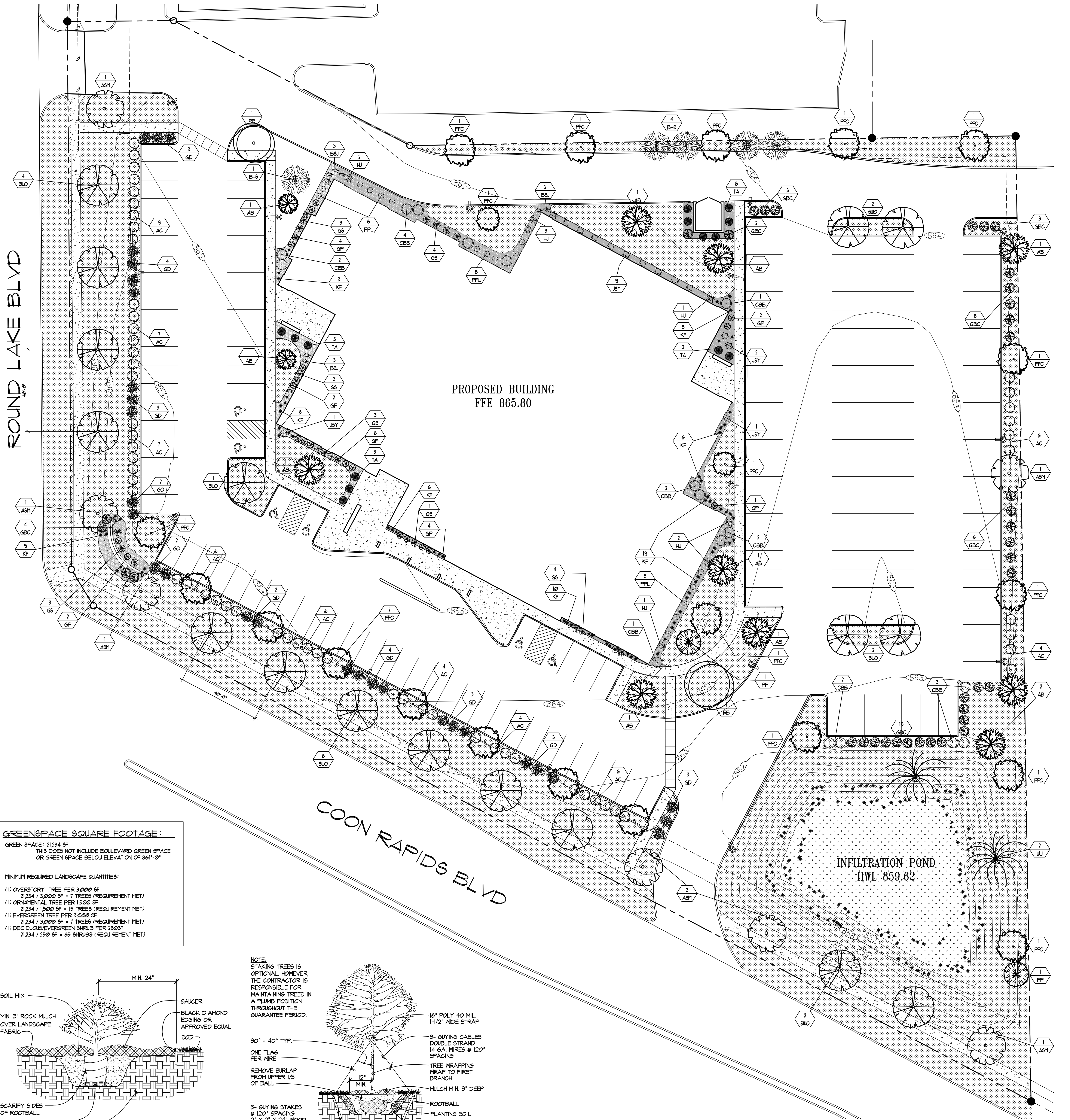
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ARCHITECT IN THE STATE OF MINNESOTA.

NAME: NICHOLAS S. SPERDES  
DATE: \_\_\_\_\_  
REVISION: 1868L  
AIA

4800 WEST OLD SHAKOPEE ROAD  
SUITE 200  
BLOOMINGTON, MINNESOTA 55437  
PH: 955.996.9669  
FX: 955.996.9663  
WWW.SPARCHITECTSINC.COM

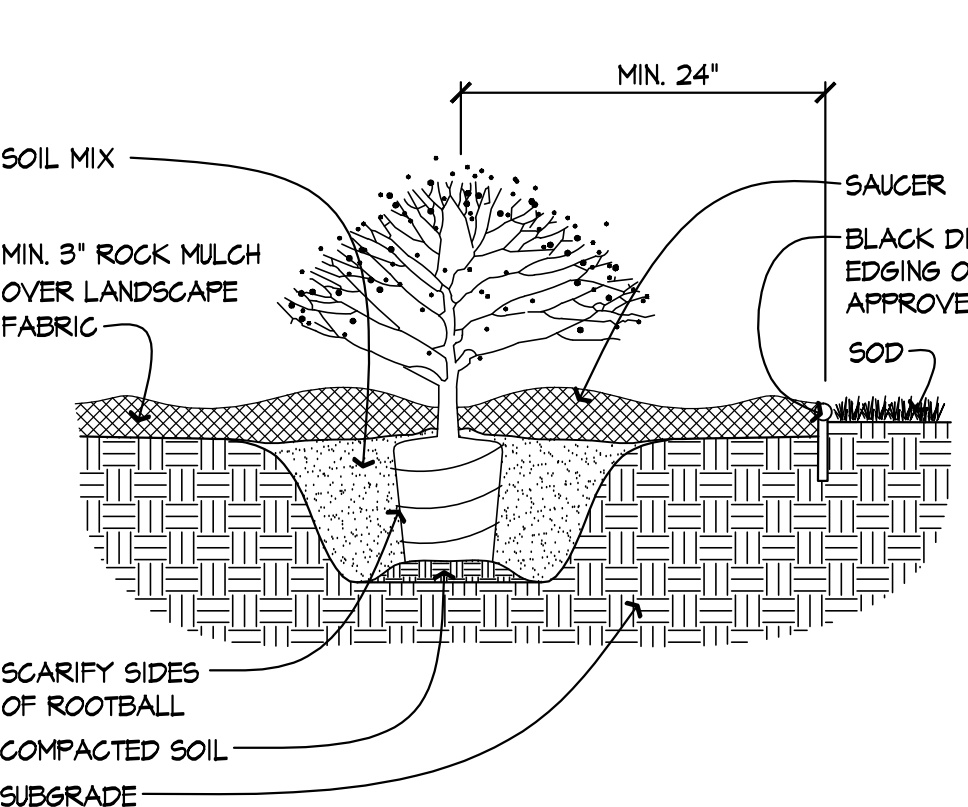
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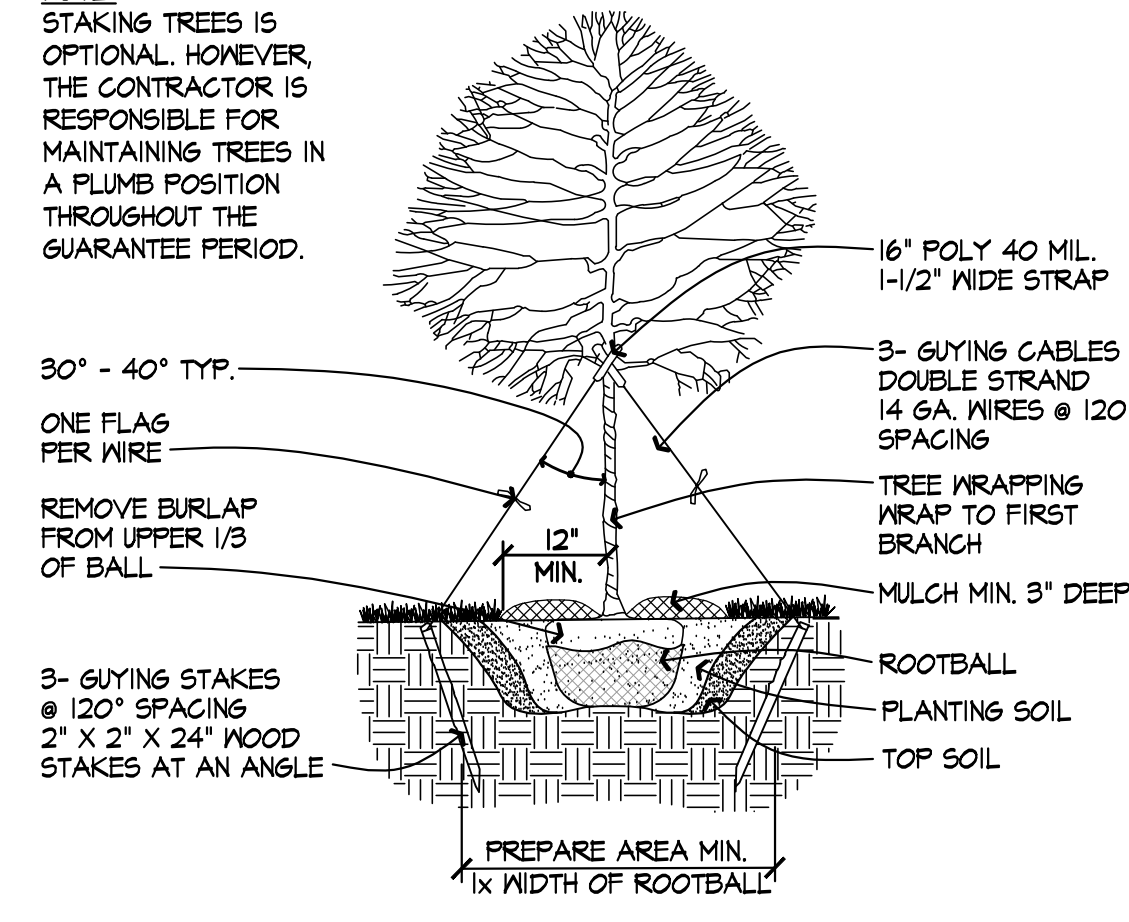


**GREENSPACE SQUARE FOOTAGE:**  
GREEN SPACE: 21,234 SF  
THIS DOES NOT INCLUDE BOULEVARD GREEN SPACE OR GREEN SPACE BELOW ELEVATION OF 861'-0"

**MINIMUM REQUIRED LANDSCAPE QUANTITIES:**  
(1) OVERSTORY TREE PER 3,000 SF  
21,234 / 3,000 SF = 7 TREES (REQUIREMENT MET)  
(1) ORNAMENTAL TREE PER 1,500 SF  
21,234 / 1,500 SF = 14 TREES (REQUIREMENT MET)  
(1) EVERGREEN TREE PER 3,000 SF  
21,234 / 3,000 SF = 7 TREES (REQUIREMENT MET)  
(1) DECIDUOUS/EVERGREEN SHRUB PER 750 SF  
21,234 / 750 SF = 28 SHRUBS (REQUIREMENT MET)



1 SHRUB PLANTING DETAILS  
L1.1 NOT TO SCALE



2 TREE PLANTING DETAILS  
L1.1 NOT TO SCALE

3 LANDSCAPE PLAN  
L1.1 1" = 20'-0"

PLAN SYMBOL		QUANTITY		PLANT SCHEDULE				
PPG		CODE						
DECIDUOUS TREES								
CODE	SYM.	QTY.	SIZE	ROOT	MATURE SIZE	COMMON NAME	LATIN NAME	REMARKS
ASH		7	2.5" CAL.	B&B	50' H x 25' W	Autumn Spire Maple	Acer Rubrum 'Autumn Spire'	STRAIGHT LEADER
RB		2	2.5" CAL.	B&B	45' H x 35' W	River Birch	Betula Lenta	STRAIGHT LEADER
SUD		17	2.5" CAL.	B&B	50' H x 40' W	Swamp White Oak	Quercus Bicolor	STRAIGHT LEADER
UU		2	2.5" CAL.	B&B	40' H x 30' W	White Willow	Salix Alba	STRAIGHT LEADER
CONIFEROUS TREES								
CODE	SYM.	QTY.	SIZE	ROOT	MATURE SIZE	COMMON NAME	LATIN NAME	REMARKS
B&B		5	6' HT.	B&B	35' H x 20' W	Black Hills Spruce	Picea Glauca Denata	STRAIGHT LEADER
PP		2	6' HT.	B&B	75' H x 25' W	Ponderosa Pine	Pinus Ponderosa	STRAIGHT LEADER
ORNAMENTAL TREES								
CODE	SYM.	QTY.	SIZE	ROOT	MATURE SIZE	COMMON NAME	LATIN NAME	REMARKS
AB		11	1.5" CAL.	B&B	35' H x 20' W	Autumn Brilliance	Amaranthus Grandiflorus	STRAIGHT LEADER
PFC		21	1.5" CAL.	B&B	20' H x 20' W	Prairie Flowering Crab	Malus 'Prairiefire'	STRAIGHT LEADER
DECIDUOUS SHRUBS								
CODE	SYM.	QTY.	SIZE	ROOT	SIZE	COMMON NAME	LATIN NAME	REMARKS
GEC		38	24" HT	POT	5' H x 5' W	Glossy Black Chokeberry	Aronia Melanocarpa	-
GO		29	36" HT	POT	6' H x 6' W	Gray Dogwood	Cornus Racemosa	-
CBB		17	36" HT	POT	5' H x 5' W	Compact Burning Bush	Euonymus Alatus 'Compactus'	-
GP		21	18" HT	POT	3' H x 3' W	Goldfinger Potentilla	Potentilla Fruticosa 'Goldfinger'	-
GS		20	18" HT	POT	2.5' H x 4' W	Goldflame Spiraea	Spiraea x Bumelsda 'Goldflame'	-
PPL		16	18" HT	POT	3' H x 3' W	Prairie Petiole Lilac	Syringa Virginica 'Prairie Petiole'	-
AC		99	18" HT	POT	6' H x 5' W	Alpine Currant	Ribes Alpinum	-
EVERGREEN SHRUBS								
CODE	SYM.	QTY.	SIZE	ROOT	SIZE	COMMON NAME	LATIN NAME	REMARKS
HU		9	24" HT	POT	1' H x 4' W	Hughes Juniper	Juniperus Horizontalis 'Hughes'	-
BSJ		10	24" HT	POT	2.5' H x 4' W	Blue Star Juniper	Juniperus Squamata 'Blue Star'	-
TA		14	24" HT	POT	2' H x 4' W	Techy Arborvitae	Thuja Occidentalis 'Techy'	-
JSY		13	24" HT	POT	3' H x 6' W	Japanese Spreading Yew	Taxus Cuspoidate	-
PERENNIALS								
CODE	SYM.	QTY.	SIZE	ROOT	SIZE	COMMON NAME	LATIN NAME	REMARKS
KF		66	1 GAL.	POT	2' H x 2' W	Feather Reed Grass	Calamagrostis X Acutiflora	'Karl Foerster'
GROUND COVER								
SYMBOL				DESCRIPTION				
				RAIN GARDEN				
				SOD AREA				
				BUFF LANDSCAPE ROCK				
				CONCRETE SIDEWALKS				
				BITUMINOUS WALKWAYS				

PLAN SYMBOL

16

PPG

QUANTITY

CODE

SEED MIXTURES

RAIN GARDEN PLANTING PROFILE

A. RAIN GARDEN EDGES AND SLOPES

#	NAME	SCIENTIFIC NAME
1	BUTTERFLY FLOWER	ASCLEPIAS TUBEROSA
2	PURPLE PRAIRIE CLOVER	DALEA PURPUREUM
3	FEATHER REED GRASS	CALAMAGROSTIS 'KARL FOERSTER'
4	PURPLE CONEFLOWER	ECHINACEA PURPUREA
5	BLACK-EYED SUSAN	RUDBECKIA FULGIDA 'GOLDSTROM'
6	OBEDIENT PLANT	PHYSTOSTEGIA VIRGINIANUM

B. RAIN GARDEN BOTTOMS

#	NAME	SCIENTIFIC NAME
1	JOE-PYE WEE	EUPATORIUM MACULATUM
2	CARDINAL FLOWER	LOBELIA CARDINALIS
3	PINK TURTLEHEAD	CHELONE SPP.
4	VIRGINIA BLUEBELLS	MERTENSIA VIRGINIANA
5	SWITCHGRASS 'HEAVY METAL'	PANICUM VIRGATUM 'HEAVY METAL'

LANDSCAPE NOTES:

1. ALL PLANTING IN TURF AREAS SHALL BE IRRIGATED WITH AN UNDERGROUND IRRIGATION SYSTEM. NO WATER IS ALLOWED ON ANY PAVEMENT, PARKING WALKWAY OR BUILDING. THE IRRIGATION CONTRACTOR IS TO DESIGN AND SUBMIT SHOP DRAWING OF IRRIGATION DESIGN AND CALCULATIONS TO ARCHITECT FOR REVIEW PRIOR TO INSTALLATION. IRRIGATION DESIGN IS TO MEET ALL CITY PLUMBING CODES AND REQUIREMENTS.
2. EDGE ALL SHRUB AND PERENNIAL BEDS WITH 50X (6) INCH BLACK VINYL EDGING (BLACK DIAMOND OR APPROVED EQUAL).
3. PROVIDE FOUR (4) INCH MINIMUM DEPTH OF SHREDDED HARDWOOD BARK MULCH IN FOUR (4) FOOT DIAMETER RINGS AROUND ALL TREES LOCATED IN TURF AREAS. NO VINYL EDGING IS REQUIRED FOR TREES LOCATED IN SHRUB AREAS AND SEEDING AREAS.
4. PROVIDE FOUR (4) INCH MINIMUM DEPTH OF SHREDDED HARDWOOD BARK MULCH IN ALL SHRUB AREAS.
5. PROVIDE THREE (3) INCH DEPTH OF SHREDDED HARDWOOD BARK MULCH IN ALL PERENNIAL AREAS.
6. PROVIDE THREE (3) INCH DEPTH OF ONE AND ONE-HALF (1.5) INCH RIVER ROCK OVER BLACK LANDSCAPE FABRIC UNLESS OTHERWISE NOTED ON PLAN.
7. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR FINISHED GRADING AND POSITIVE SURFACE DRAINAGE IN ALL LANDSCAPE AREAS. LANDSCAPE CONTRACTOR MUST ENSURE THAT THE FINAL GRADES ARE MET AS SHOWN ON GRADING PLAN. IF ANY DISCREPANCIES ARE FOUND, IMMEDIATELY NOTIFY ARCHITECT FOR RESOLUTION.
8. ALL PLANT MATERIALS ARE TO CONFORM WITH STATE AND LOCAL CONSTRUCTION STANDARDS AND THE CURRENT ADDITION OF THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS. ALL PLANT MATERIALS ARE TO BE HEALTHY, HARDY STOCK, AND FREE FROM ANY DISEASES, DAMAGE AND DISFIGURATION.
9. QUANTITIES OF PLANTS LISTED ON THE PLAN ARE TO GOVERN ANY DISCREPANCY BETWEEN THE QUANTITIES SHOWN ON THE PLAN SCHEDULE AND PLAN. PLACE PLANTS IN PROPER SPACING FOLLOWING LAYOUT FIGURES.
10. SOD SHOWN ON LANDSCAPE PLAN TO BE INSTALLED BY LANDSCAPE CONTRACTOR. SOD TO BE MINOT 3878.3A. FREE OF WEEDS AND DISEASE. APPLY MINIMUM SIX (6) INCHES OF TOPSOIL AND THOROUGHLY FERTILIZE BEFORE LAYING SOD. LANDSCAPE CONTRACTOR TO MAINTAIN SODDED AREAS IN HEALTHY CONDITION.
11. PLANTING SOIL FOR BACKFILLING TO BE TOPSOIL WITH 3 LBS. OF COMMERCIAL FERTILIZER AND ONE-FIFTH YARD OF PEAT MOSS PER CUBIC YARD. TOPSOIL TO BE MINOT SELECT TOPSOIL BORROW 3878A.
12. SPREAD PLANTING SOIL AT MINIMUM EIGHTEEN (18) INCH DEEP IN ALL PERENNIAL BEDS PRIOR TO PLANTING.
13. FOLLOW LANDSCAPE DETAILS FOR ALL INSTALLATION UNLESS OTHERWISE NOTED.
14. LANDSCAPE CONTRACTOR TO MAINTAIN PLANTS IN HEALTHY CONDITION THROUGHOUT GUARANTY PERIOD. THE GUARANTY PERIOD IS TWO GROWING SEASONS FROM DATE OF PROVISIONAL ACCEPTANCE UNTIL FINAL ACCEPTANCE.

4800 WEST OLD SHAKOPEE ROAD  
SUITE 900  
BLOOMINGTON, MINNESOTA 55437  
PH: 955.996.9669  
WWW.SRARCHITECTS.COM

SRa

SERIDES REINERS ARCHITECTS, INC.

SHRUBS CERTIFY THAT THIS PLAN  
SPECIFICATION OR REPORT WAS PREPARED BY  
ME OR UNDER MY CLOSE PERSONAL SUPERVISION  
AND I AM A LICENSED LANDSCAPE ARCHITECT  
THE LAWS OF THE STATE OF MINNESOTA

NAME: RICHARD S. SERIDES  
DATE: \_\_\_\_\_  
RES. NO.: 18681

AAA  
ARCHITECTS, INC.

COON RAPIDS  
MEDICAL OFFICE BUILDING

NORTH SUBURBAN EYE SPECIALISTS  
COON RAPIDS, MN

PROJECT NO: 19-019  
DRAWN BY: N.R.S.  
CHECKED BY: N.S.

L1.1

ISSUE:

6-11-19  
7-6-19  
7-9-19

CITY SUBMITTAL  
CITY SUBMITTAL - REVISIONS  
CITY SUBMITTAL - REVISIONS

• LANDSCAPE PLAN





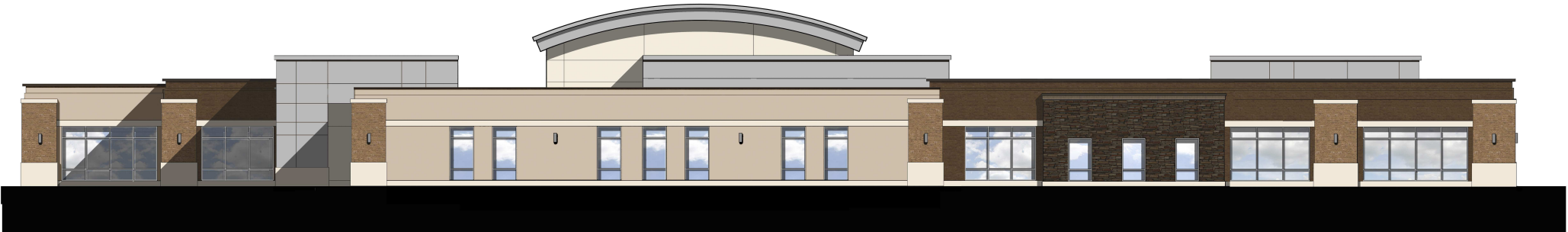
SOUTH ELEVATION



EAST ELEVATION



WEST ELEVATION



NORTH ELEVATION



## **Planning Commission Regular**

**Meeting Date:** 07/19/2012

**Subject:** PC 12-14 North Suburban Eye Specialists Site Plan Office Building

**From:** Scott Harlicker, Planner

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### **INTRODUCTION**

The applicant is requesting site plan approval for a 32,000 square foot office building at 3789 Coon Rapids Boulevard.

### **ACTIONS**

Conduct of public hearing

Recommendation by Planning Commission

Decision City Council on: August 8

### **60 DAY RULE**

The applicant submitted this application on: June 11, 2012

To comply with the requirements of Minnesota Statute §15.99, the City must approve or deny the application by: August 10, 2012

### **LOCATION**

The site is located at the northeast corner of Round Lake Boulevard and Coon Rapids Boulevard. It is the site of the former McKay car dealership.

	Existing Use	Comprehensive Plan	Zoning
<b>Subject Property</b>	Vacant car dealership	Commercial Mixed Use	PORT
<b>North</b>	Bowling alley	Residential Mixed Use	General Commercial
<b>South</b>	Coon Rapids Boulevard and offices	Commercial Mixed Use	PORT
<b>East</b>	Vacant garden center	Commercial Mixed Use	PORT
<b>West</b>	Round Lake Boulevard and commercial strip center	Commercial Mixed Use	PORT

### **DISCUSSION**

Dimensional Requirements	Proposed
PORT Wellness	
<b>Site Area</b> – N/A	3.8 acres
<b>Lot Coverage</b> - 80% Impervious surface maximum	Impervious surface coverage is 70%
<b>Floor to Area Ratio</b> – .6	.2

<b>Parking</b> – 149 spaces required, 1 space/215 square feet (4.65 spaces per 1,000sf)		166 total spaces, 1 space/2186 square feet (5.4 spaces per 1,000sf)
<b>Setbacks</b>	<b>Required</b>	
Bldg from Coon Rapids Blvd.	50' min	99 feet
Bldg from Round Lake Blvd.	50' min	100 feet
Bldg from east property line	10' min	143 feet
Bldg from north property line	10' min	33 feet
Parking from Coon Rapids Blvd.	20' min	30 feet
Parking from Round Lake Blvd.	20' min	30 feet
Parking from property lines	5' min	5 feet
Parking from Residential property line	10' min	10 feet

The site is located along Coon Rapids Boulevard and is within the River Rapids Overlay District (RRO). The RRO includes development guidelines that govern development within the District. This proposal will be compared for consistency with those design guidelines, as well as site plan criteria found in Section 11-325.

### ***Site Plan Criteria***

<b>Required Finding - Chapter 11-325 - General Requirements for All Site Plans</b>	<b>Staff Analysis and Comments</b>
(1) Be compatible with surrounding land uses	<b>OK</b> - The proposed site plan is compatible with the adjacent land uses.
(2) Preserve existing natural features whenever possible	<b>N/A</b> - There are no natural features to preserve.
(3) Achieve a safe and efficient circulation system	<b>OK</b> – The drive aisles are of sufficient width to allow for safe and efficient traffic circulation.
(4) Not place excessive traffic loads on local streets	<b>OK</b> – Traffic generated by the project will access on to Round Lake Boulevard and on to Coon Rapids Boulevard both streets can accommodate the traffic generated by this project.
(5) Conform to the City's plans for parks, streets, service drives, and walkways	<b>OK</b> – There are existing sidewalks along Round Lake Boulevard and Coon Rapids Boulevard.
(6) Conform to the City's Goals and Policies	<b>OK</b> – The proposal is consistent with the Master Plan for Port Wellness and the land use designation of Commercial Mixed Use
(7) Achieve a maximum of safety, convenience, and amenities	<b>OK</b> – An internal sidewalk system connects the building entrances with the parking lot. Lighting is provided for the parking lot and driveway. The lights will have shields and cut offs so that the light is directed away from adjacent properties. The lighting plan complies with city ordinance.
(8) Show sufficient landscaping	<b>NO</b> – See discussion and table below.
(9) Not create detrimental disturbances to surrounding properties	<b>OK</b> – The project will not create disturbances which will be detrimental to the surrounding properties.
(10) Meet Title 11	<b>OK</b>
(11) Show efforts to conserve energy whenever practical	<b>OK</b>

### *River Rapids Overlay Development Guidelines*

<b>RRO Standard (Chapter 11-2700)</b>	<b>Proposed</b>
<b>Two-Story Expression, 11-2711(1)</b> Pitched roofs, dormers, gables containing windows	<b>OK</b> – The building is one story. However, the raised parapets, articulations to the rooflines provide for a two story expression.
<b>Building Massing, 11-2711(2)</b> Staggered components, columns, recessed entry areas, avoid long, even facades	<b>OK</b> – The building height is staggered. The variation is provided by a raised parapets and canopies. Columns and staggered building;ding components provide breaks in the facade.
<b>Facades, 11-2711(3)</b> Articulated building facades, 20 to 30 intervals	<b>OK</b> – The different building materials, windows, and recesses provide articulation to break up the facades of the building.
<b>Varied Roof Shapes, 11-2711(4)</b> Variety (pitched roofs, dormers, chimneys, parapets, cornices)	<b>OK</b> – The raised parapet and canopies provides breaks in the roof line.
<b>Focal Features, 11-2711(5)</b> Focal element (canopies, porticoes, overhangs, arches, recesses/projections, peaks/parapets over doors) on each building	<b>OK</b> – The entrance is a focal feature of the building. The canopy over the entrance and the large windows at the entrance help identify it.
<b>Canopies/Awnings/Entry Treatments, 11-2711(6)</b> Entries or focal features facing public streets	<b>OK</b> – The main entrance of the building is set off by a canopy and windows.
<b>Building Materials, 11-2711(7)</b> High-quality materials (brick, natural stone, stucco, textured cast stone, fiber-cement siding; no steel panels, aluminum, vinyl, or fiberglass siding); 30% of facades facing a street must be brick or natural stone.	<b>OK</b> - The exterior of the building includes a variety of materials. Exterior materials include brick, stone, architectural metal, EIFS and an architectural pre-cast limestone base. The building elevations exceeds 30% brick or stone.
<b>Windows and Doors, 11-2711(8)</b> Primary street level façade between 3 and 8 feet above grade must be 60% glass	<b>OK</b> - The primary street level facing Coon Rapids Boulevard complies with the 60% glass. The facade facing Round Lake Boulevard includes windows on the street level but not 60%.
<b>Outdoor Spaces, 11-2711(9)</b> Plazas, seating areas, outdoor furniture	<b>OK</b> – Seating areas should be incorporated near the entrance.
<b>Parking, 11-2711(10)</b> Locate parking to rear or sides of buildings.	<b>OK</b> – The majority of the parking is provided on the east side of the building. A single row with parking on each side is provided along the two streets.
<b>Pedestrian/Bicycle Access and Circulation, 11-2711(11)</b> Complete system from public ROW to buildings; minimum 5' wide sidewalks	<b>OK</b> – Internal sidewalks are provided. Sidewalk connections are also provided to Coon Rapids Boulevard and Round Lake Boulevard.
<b>Urban Design Furniture/Amenities, 11-2711(12)</b> Compatible furniture/amenities (benches, trash receptacles, pedestrian-scale lighting, bicycle racks)	<b>NO</b> - Benches and a trash receptacles should be provided at the entrances.
<b>Landscaping and Screening, 11-2711(13)</b>	<b>NO</b> - See discussion and table



<b>Lighting, 11-2711(14)</b> Accent lighting for building facades; compatible with applicable standards	N/A – No accent lighting is proposed for the buildings.
------------------------------------------------------------------------------------------------------------	---------------------------------------------------------

### **Floor to Area Ratio (FAR)**

The code requires a FAR of .6. The applicant is proposing an FAR of .2. Staff is recommending the Commission approved the proposed .2 FAR. A .6 FAR would require a 99,156 square foot building with 461 parking spaces.

### **Parking and Access**

The site plan exceeds the number of required parking spaces. The code requires 149 spaces, the site plan includes 166 spaces. The spaces and drive aisles comply with the dimensional requirements.

There is a shared access across the north end of the site. The drive aisle is shared with the proposed senior housing development to the east. Because of differences in topography, there are no other options for shared drive aisles. There is a landscaped median between the two parking lots. There is a right-in/right-out only access on Coon Rapids Boulevard and a full access on Round Lake Boulevard.

### **Building Elevations**

Even though the proposed building is a single story, certain design features give it a taller expression. The raised canopies over the entrances and raised parapets give the building a two story feel. The applicant has taken elements and materials used in the adjacent senior housing building and incorporated them into the design of this building. The elements include color of materials, use of brick and incorporating columns into the design. The design of the building complies with the 60% windows on the main facade facing Coon Rapids Boulevard. However, the facade facing Round Lake Boulevard (the west elevation), while including many windows does not meet the 60% requirement. Given the design of the building and the placement of the proposed windows and the proposed landscaping, staff recommends the Commission approve the proposed west elevation.

### **Grading and Drainage**

The applicant had been working with the adjacent property owner on a combined stormwater pond. However, timing of the two projects has not allowed for the shared design. At this time, each project will have a pond that abuts the other but functions independently. The applicant will continue conversations with the adjacent developer should the opportunity for the shared pond materialize.

The stormwater pond will be designed and constructed as a raingarden. The planting schedule includes a mix of seeds specifically for raingardens. The property owner should ensure that proper maintenance is performed to ensure the raingarden functions properly and is aesthetically pleasing.

### **Landscape Table**

Location	Standard	Requirement	Proposed
<b>Street Frontage</b>			
Over-story	1/25' of street frontage Coon Rapids Blvd	20	12
	1/40' of street frontage Round Lake Boulevard	6	6
Shrubs	1/5' of street frontage Coon Rapids Blvd and round Lake Boulevard	103	83
<b>Open Areas</b>			

Over-story	1/3000 sf of open area	7	6
Evergreen	1/3000 sf of open area	7	7
Ornamental	1/1500 sf of open area	15	23
Shrubs	1/250 sf of open area	85	119

### **Street Trees and Shrubs**

The landscape plan does not include the required number of overstory trees along Coon Rapids Boulevard. The code requires overstory trees planted at 25 foot intervals, the plan has them planted at 30 foot intervals. The applicant proposed 30 foot intervals to allow the trees more room to grow. If planted 25 feet apart, there is not enough room for mature trees. The applicant proposed to include seven ornamental trees be planted along the parking lot to provide the additional trees along Coon Rapids Boulevard. The plan needs an additional 20 shrubs. The code requires 103 shrubs and the plan shows 83.

### **Green Space Landscaping**

The site plan includes 21,212 square feet of green space. The landscape plan requires one additional overstory tree; otherwise, the plan complies with the green space landscaping requirements.

### **Parking and Foundation Landscaping**

The parking area has sufficient landscaping to comply with the code. The landscaping in the common median with the project to the east is compatible with what was shown on their approved landscape plan. Foundation plantings on the side facing Coon Rapids Boulevard is required at a ratio of one shrub per linear foot of building frontage. The facade facing Coon Rapids Boulevard is 150 feet and requires 150 shrubs. Twenty-two shrubs are proposed along with 20 perennial reed grasses. Perennials are not counted toward the shrub requirement; the plan needs an additional 128 foundation shrubs along the Coon Rapids Boulevard frontage.

### **Signage**

A single monument sign is proposed at the corner of Round Lake Boulevard and Coon Rapids Boulevard. The design and installation of the sign is subject to a separate sign and building permit.

### **RECOMMENDATION**

In Planning Case 12-14, recommend approval of the site plan with the following conditions:

1. Seating areas and trash receptacles be provided at the entrances.
2. The landscape plan be revised to show an additional green space overstory tree, additional 20 street frontage shrubs and an additional 128 foundation shrubs along the Coon Rapids Boulevard building frontage.
3. The property owner establish a maintenance program for the rain garden and provide the city with a copy.

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### **Attachments**

Site Plan

Landscape Plan

Building Elevations

Grading Plan

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4. CASE 12-14 – NORTH SUBURBAN EYE SPECIALISTS SITE PLAN OFFICE BUILDING – PUBLIC HEARING

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It was noted the applicant is requesting site plan approval for a 32,000 square foot office building at 3789 Coon Rapids Boulevard. The proposed site plan was discussed in detail. A shared access easement would remain on the property offering access to Round Lake Boulevard. Staff explained that the applicant was requesting flexibility with the floor to area ratio. The proposed infiltration pond may be modified to combine with the adjacent property, which has proposed senior housing. The landscaping plan was reviewed and it was noted the applicant did need additional foundation plantings. The building elevations were discussed and staff recommended approval of the site plan for the office building with conditions.

Nick Sperides, Spierides Reiners Architects, thanked the Commission and staff for reviewing his request this evening. He noted the proposed plan does have a great deal of landscaping and noted the shrub plantings would be increased to meet the City's standards. Mr. Serides presented the materials board stating natural colors were selected to provide continuity between this building and the senior housing project planned for the adjacent property.

Chairman Naeve opened and closed the public hearing at 8:14 p.m., as no one wished to address the Planning Commission.

Chairman Naeve asked if metal panels were allowed in this zoning district and what percentage of a building could be covered with EFIS. City Planner Harlicker indicated this material was allowed as an architectural accent. City Attorney Johnson read City Code regarding the use of EFIS stating it was an allowable material in this overlay district.

Commissioner Stephenson questioned why the City required the trees to be 25 feet apart. City Planner Harlicker commented this portion of the City Code may need revision.

Chairman Naeve suggested additional berming along the boulevard to screen the parking in this area.

Commissioner Stephenson inquired if a berm was considered in this area. Mr. Sperides commented there was not extra soil available for a berm and for that reason, shrubs were chosen along with ornamental tree plantings.

Chairman Naeve commented the applicant was requesting flexibility with the floor to area ratio, along with the number of overstory trees and the reduction of glass along the west elevation.

Commissioner Schwartz expressed concern with the River Rapids Overlay District standards not being met as the building was one-story and 18 feet in height. The overlay district required a two-story expression or 20 feet in height. City Planner Harlicker indicated the applicant understood the building did not meet the building height requirements and was requesting flexibility in this area. Staff recommended flexibility in this area. Community Development Director Nevinski commented this issue was discussed with the applicant and given the proposed architectural design, the overall intent was being met. He indicated that some precedence was set when the building across the street was approved as a one-story building.

Chairman Naeve expressed frustration that the building was not meeting the overlay district standards. She then questioned the material that would be used for the columns. Mr. Sperides noted the columns would be a silver steel material.

Chairman Naeve was not in favor with the amount of EFIS being used on the building's façade.

Commissioner Geisler stated she was pleased with the overall building design except for the fact it was along the Coon Rapids Boulevard corridor. She was not concerned with the floor to area ratio but did have concern with the landscaping deficiencies in addition to the proposed building materials.

Commissioner Stephenson understood that EFIS was in the stucco family and was therefore allowed in the overlay district.

Commissioner Geisler requested staff to review the allowable accent materials in the overlay district. She commented in the past, EFIS was not considered a high quality building material. City Attorney Johnson read through the list of allowable accent materials in full, in addition to the materials not allowed.

Commissioner Stephenson indicated it was his opinion the building standards were being met. He requested comment from City staff on this issue. City Planner Harlicker approved of the proposed EFIS material. He noted EFIS was in the stucco family.

Mr. Sperides discussed the benefits of using EFIS over stucco but noted he would change his plans and use stucco if required by the City. He indicated there was not cost difference between the two materials.

Commissioner Schwartz requested the applicant review the location of metal panels on the building elevations. Mr. Sperides reviewed this information with the Commission.

Commissioner Schwartz asked if metal panels were allowed as a building material in the overlay district. City Attorney Johnson noted this was an allowable accent building material.

Mr. Sperides explained that he would use stucco instead of EFIS if this assisted the Commission in their decision this evening.

Commissioner Lattimore thanked the applicant for his willingness to meet the City's overlay building material codes.

Commissioner Stevens questioned if the landscaping recommendation would bring the site into code. City Planner Harlicker revised the second condition noting two overstory trees were needed along with 21 street frontage shrubs and 128 foundation shrubs along Coon Rapids Boulevard building frontage.

Chairman Naeve asked if the overstory trees should be spaced 25 feet or 30 feet apart along the corridor. City Planner Harlicker commented the adjacent property was spacing their trees 30+ feet apart.

Commissioner Stevens inquired if additional trees were requested by the City. City Planner Harlicker indicated this was not a condition of approval.

Commissioner Geisler recommended the spacing near the infiltration pond meet the neighboring property with the other side of the parking lot remain at 25 feet spacing with only ornamental trees along Round Lake Boulevard. Mr. Sperides stated this could be reviewed as this would add dimension to the site.

Commissioner Stephenson agreed with this recommendation.

Commissioner Geisler asked if the Commission was in favor of the one-story building design with a 30- foot entrance canopy. City Attorney Johnson read for the record City Code regarding two-story expression.

Commissioner Schwartz requested staff read City Code 11-2807-1. City Attorney Johnson read this code for the Commission regarding minimum building height.

Commissioner Lattimore understood that two-story buildings were encouraged but not required. The proposed building was 18 feet when 20 feet was the standard. He was in favor of making an exception on this building.

Commissioner Stephenson agreed stating the character of the building fit the character of the neighborhood.

**MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER STEVENS, TO APPROVE PLANNING CASE 12-14, THE PROPOSED SITE PLAN FOR AN OFFICE BUILDING WITH THE FOLLOWING CONDITIONS:**

1. SEATING AREAS AND TRASH RECEPTACLES BE PROVIDED AT THE ENTRANCES.
2. THE LANDSCAPE PLAN BE REVISED TO SHOW AN ADDITIONAL TWO GREEN SPACE OVERSTORY TREES, AN ADDITIONAL FIVE ORNAMENTAL TREES ALONG ROUND LAKE BOULEVARD, AN ADDITIONAL 21 STREET FRONTAGE SHRUBS AND AN ADDITIONAL 128 FOUNDATION SHRUBS ALONG THE COON RAPIDS BOULEVARD BUILDING FRONTAGE.
3. THE PROPERTY OWNER ESTABLISH A MAINTENANCE PROGRAM FOR THE RAIN GARDEN AND PROVIDE THE CITY WITH A COPY.
4. THE CITY IS OFFERING FLEXIBILITY TO THE FLOOR TO AREA RATIO, THE HEIGHT OF THE BUILDING, A REDUCED NUMBER OF OVERSTORY TREES, THE HEIGHT REQUIREMENTS, AND THE REDUCTION OF GLASS ALONG THE WEST ELEVATION.
5. ALL EFIS ON THE BUILDING SHALL BE REPLACED WITH STUCCO.
6. THE TREE PLANTINGS NEAR THE INFILTRATION POND SHALL MATCH THE SPACING OF THE ADJACENT PROPERTY TO THE EAST.

THE MOTION PASSED 6-1 (SCHWARTZ OPPOSED).

This is a recommendation to the City Council that will be considered at the August 8, 2012 City Council meeting.



## City Council Regular

11.

**Meeting Date:** 08/08/2012

**Subject:** PC 12-13 Mercy Hospital Office Building Site Plan

**From:** Scott Harlicker, Planner

---

### **INTRODUCTION**

The applicant is requesting site plan approval for a 123,000 square foot office building. The property is located at the northwest corner of Blackfoot Street and Coon Rapids Boulevard.

### **DISCUSSION**

The project is located on the north side of Coon Rapids Boulevard, across the street from Mercy Hospital. It includes a four story brick building with 552 parking spaces. The site is bounded by 119th Avenue on the north, Blackfoot Street on the east, Coon Rapids Boulevard on the south and ECE newspaper building on the west. Access is from Blackfoot Street; no access is proposed from Coon Rapids Boulevard. The applicant is requesting design flexibility regarding the floor to area ratio, parking requirements and design, and building orientation.

The applicant is considering a possible future skyway connection to the hospital; however, it is not being proposed as part of this application. The site is designed to accommodate a future second building and structured parking. The applicant has an anticipated construction start of September or October this year.

### **Design Flexibility**

#### **Floor to Area Ratio (FAR)**

The code requires a FAR of .6, the applicant is proposing a FAR of .25. Staff and the Commission recommends the Council approve the .25 FAR. A .6 FAR would require a 291,193 square foot building which in turn would require 1,357 parking spaces.

#### **Parking Flexibility**

The applicant is requesting dimensional flexibility with respect to number of parking stalls. The code requires that there be 1 space per 215 square feet; they are requesting to provide parking at a ratio of 1 space per 222 square feet. The code requires 572 spaces, the applicant is proposing 552 (20 spaces less than required). The reduced number of stalls is based on the tenant mix, the desire for additional green space and reduction in stormwater runoff. The size of the spaces comply with the dimensional requirement.

The applicant is also requesting parking design flexibility. The code requires parking to be located to the rear or sides of the building. Because the lot is a corner lot, no access is allowed from Coon Rapids Boulevard and the need to preserve the opportunity for future expansion, much of the parking is located between the building and Blackfoot Street. Staff and the Commission recommends the Council approve design flexibility regarding parking

#### **Building Orientation**



The code requires that the principle building face the primary street. The applicant is requesting design flexibility to allow the front of the building to face Blackfoot Street. Because the lot is a corner lot, no access is allowed from Coon Rapids Boulevard, all access will be from Blackfoot Street and the need to preserve the opportunity for future expansion, the applicant is requesting that Blackfoot Street be designated the primary street.

## **Site Plan Layout**

### Access

Access to the site is provided from Blackfoot Street. Three driveways are proposed, two for patients and staff and one for service and deliveries. This layout allows for the separation of service deliveries from patient and staff traffic. To reduce conflicting turning movements, the southerly driveway aligns with Zea Street. The patient and staff driveways are designed to allow patients to be dropped off at the entrance and the drivers to circulate back into the parking area to find a parking space. The drive aisles and curb cuts comply with the dimensional requirements. No access is proposed from Coon Rapids Boulevard.

### Landscaping

The plan exceeds the required landscaping. Sufficient trees are provided along the street frontage, open space and around the drainage ponds. The plan includes a variety of overstory trees, evergreens, ornamental trees and shrubs and perennials.

### Building Design

The building is four stories with a tower like feature anchoring the southeast corner. The exterior materials include a mix of brick and precast architectural limestone. There is a limestone band and a change in brick to delineate the upper stories from the first floor. A canopy and a bank of windows that extend into the upper floors emphasize the main entrance. The variety of building materials are continued around all four sides of the building.

### Grading, Drainage and Utilities

The City Engineer is finalizing the the grading, drainage and utility plans. No significant issues have emerged. The stormwater ponds will be designed to temporarily hold water then dry out. They are not designed as wet ponds. The side slopes are at an angle that will allow for maintenance; the ponds will not be fenced. The applicant will use the soil from the ponds to construct landscaped berms between the streets and the parking areas.

## **Planning Commission Meeting**

At the Planning Commission meeting held on July 19th two residents and a representative from North Suburban Eye Specialists spoke at the public hearing. One resident had questions about the stormwater pond. The design, function and landscaping of the pond was explained. The other resident asked about the construction time frame and noise level. They are hoping to start construction this fall, Blackfoot Street will remain open during construction, the noise level will have to remain within the limits allowed by city code and the heating and cooling units will be located on the roof to reduce noise. The representative from North Suburban Eye Specialists asked about the possible skyway and how it would impact traffic, the increase of traffic on Blackfoot Street and she believed that there should be no flexibility regarding the parking requirements. The skyway will be designed with a clear span over Coon Rapids Boulevard and would not impact traffic and traffic on Blackfoot would access Coon Rapids Boulevard at a signalized intersection.

The Commission voted 6:0 to recommend approval of the proposed site plan. As part of their deliberation they discussed the requests for design flexibility and agreed that it is appropriate for this project. They stated that they believed the building was well designed and attractive. They discussed the proposed three freestanding signs and indicated that all signage is subject to separate sign permits and would have to comply with the sign ordinance.

## **ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Community Development and Redevelopment** section of the 2030 Strategic Vision in the following way: the proposed project will increase the city's economic base.

## **RECOMMENDATION**

In PC 12-13, the City Council approved the proposed site plan with the following conditions:

1. Compliance with Title 11, Land Development Regulations.
2. A sitting area that includes benches and trash receptacles be provided at the entrance.
3. The City is offering design flexibility to the parking requirements, the floor to area ratio, and allowing the principle building to face Blackfoot Street.
4. A bike rack must be added near the entrance of the building.
5. Extra evergreen screening on the west side of the building will be required if the vaults are not constructed.
6. The applicant enter into a security agreement with the city prior to issuing the building permit.
7. The applicant record a lot combination form.

---

## **Attachments**

Applicant's Narrative

Site Plan

Landscape Plan

Grading Plan

East and South Elevations

West and North Elevations

Southeast Corner

PC Memo 7-19

7-19 PC Minutes

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June 12, 2012

## Description of Mercy MOB for City Planning Review

Frauenshuh HealthCare Real Estate Solutions proposed to develop a medical office building to service the north metro area in conjunction with Mercy Hospital. The building will be built by Kraus Anderson and will be designed by Pope Architects.

The Mercy Medical Office Building (MOB) is proposed to be built on the approximate 10 parcel of land north of Coon Rapids Boulevard and west of Black Foot Street NW. The site is part of Port Wellness and will become a major new feature added to Coon Rapids Boulevard.

The MOB is anticipated to be a four story building with approximately 123,000 square feet of space. The tenant mix is not yet finalized but is expected to include cancer treatment clinics, OB clinic and a variety of other specialty clinics. One major tenant anticipated is an Ambulatory Surgery Center that will provide same day surgeries and other minor invasive procedures. The clinic will have normal operating hours and is not a 24 hour facility.

Our design has followed required codes and regulations such as the IBC and other governing information. Included in the requirements are the Coon Rapids City requirements spelled out under the following sections:

- Code II-1800
- Code II-2700
- Code II-2800

Where noted below we are requesting designs that may reside slightly outside the terms spelled out in the noted sections. Below is a description and explanation of requested exception.

CODE: II-1810(11) Minimum Number of Parking Spaces Required. Medical and dental clinics and offices: one space for each 215 square feet of floor area.

STATUS: 1 stall per 215 s.f. equates to 4.65 stalls per 1,000 s.f. We are proposing a ratio of 4.5 stalls per 1,000 s.f. (or 1 stall per 222 s.f.) This is a slightly lower parking capacity when compared to the requirement. Our rationale is as follows:

- The proposed tenant mix of ambulatory surgery and cancer treatment modalities typically have a lower throughput when compared to high volume clinics such as family practice, orthopedics and pediatrics. The cancer clinics, support services and the ambulatory surgery center could account for nearly 40% of the building tenant space.
- The slightly lower number of stalls allows for additional green space to help blend the building into the environment and support a better design for Port Wellness.
- Slightly less impervious area which in turn helps with on-site storm water management.

CODE: II-2711(10) Development Guidelines. Parking. Locate surface parking to the rear or sides of buildings unless no other arrangement is practical. Parking to the front of a building if approved shall be limited to one 60 foot wide parking bay, consisting of one drive aisle with a parking row on each side.

STATUS: Our site design takes advantage of building location in order to provide the best views, access and functional layout while still allowing future development on the site. We are requesting the City grant approval to the building and parking locations based on the following:

- We have set the southwest corner of the building on the setback line from Coon Rapids Boulevard and moved the building as far west as to allow the service entry to be screened from Coon Rapids Boulevard and the neighboring residential areas as much as possible.
- Creating additional curb cuts along Coon Rapids Boulevard would be impractical so the site entry is proposed to be off Black Foot Street NW. Given the site orientation we have placed the parking to achieve the necessary number of stalls and storm water retainage. The building, parking and storm water retainage pond location along with green space requirements end up using nearly the entire site.
- To the extent possible, we have tried to screen the residential neighborhoods by having the retaining pond and berms between the site and adjoining properties.

CODE: 11-2711(6) Development Guidelines. Canopies and Awnings; Entry Treatments. Entries to principal buildings shall face the primary street; provided, where such access is unworkable, buildings may substitute for the primary street entry a focal feature facing the primary street. Corner entries may be used on corner lots. Nonresidential entries shall incorporate, and building street facades shall, where practical, incorporate, canopies and awnings to enliven the building appearance and provide a sense of shelter for pedestrians..

STATUS: As stated above the entry street to the site will be Black Foot Street NW. Although the site is on Coon Rapids Boulevard we are requesting the front be assigned to Black Foot Street NW.

We request these minor modifications to the regulations for approval of the Mercy Medical Office Building.

Sincerely,

David Moga, AIA  
Project Manager  
Pope Associates  
1295 Bandana Boulevard N. Suite 200  
St. Paul, MN 55108

POPE ARCHITECTS, INC.  
1295 BANDANA BLVD N, SUITE 200  
ST. PAUL, MN 55108-2733  
(651) 642-9200 | FAX (651) 642-1100  
[www.popearch.com](http://www.popearch.com)

# MERCY MOB



MINNEAPOLIS DIVISION

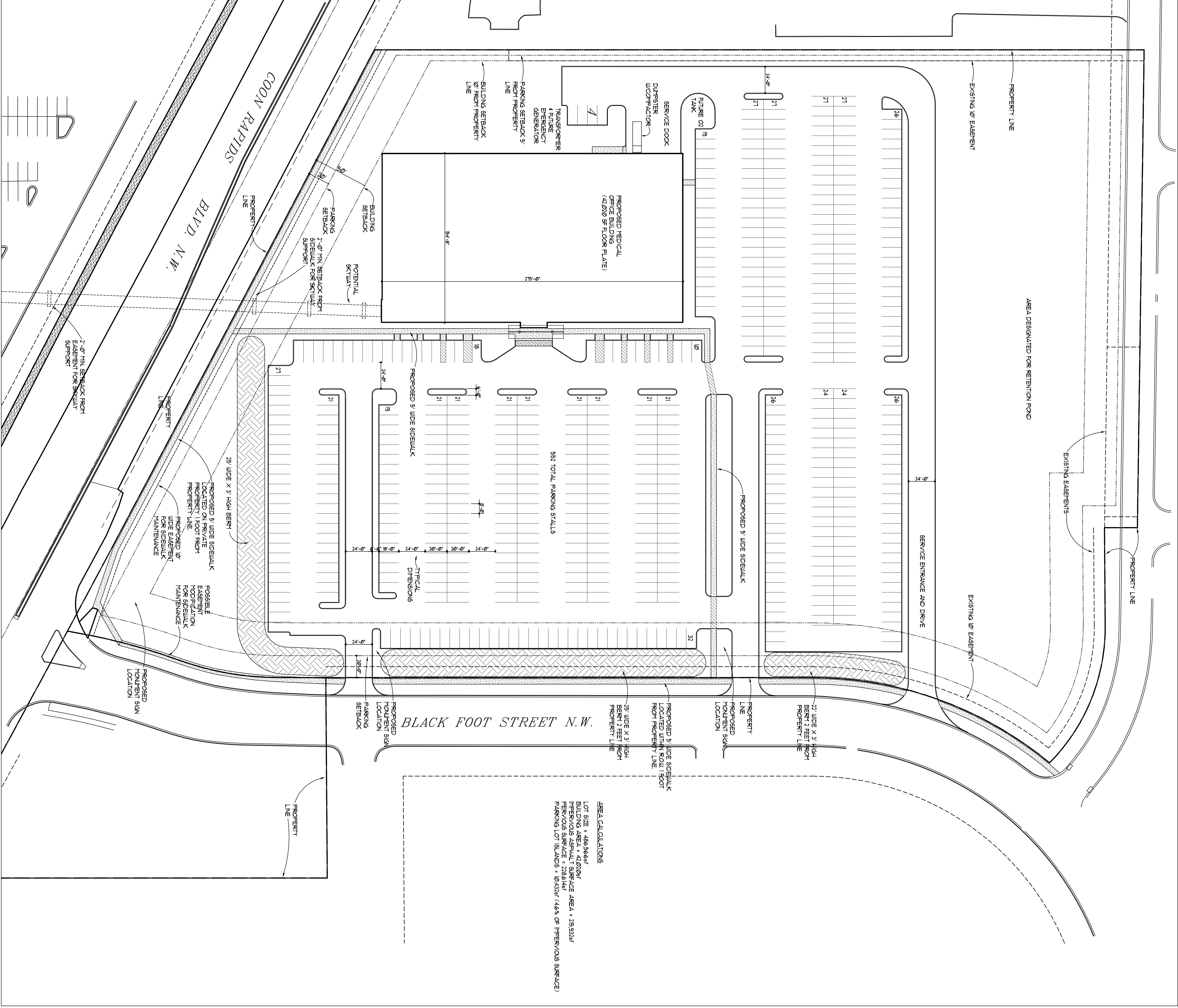
## SITE PLAN

ISSUES	
TY SUBMISSION	06/11/12
TY RESUBMISSION	06/29/12

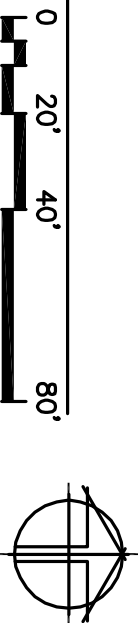
Commission No.	26172-12007
m by	GW
acted by	DM

# FEET

# A1.1



1 SITE PLAN  
A1.1 1:40





POPE

POPE ARCHITECTS, INC.  
1295 BANDANA BLVD N, SUITE 200  
ST. PAUL, MN 55108-4735  
(651) 642-9200 | FAX (651) 642-1101  
www.popearch.com

MERCY MOI



PRELIMINARY - NOT FOR CONSTRUCTION

PRELIMINARY LANDSCAPE PLAN

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect in the State of Minnesota.

JAN VAGSEY ANDERSON  
Landscape Architect  
Date: 12-02-22

Drawn by JVA  
Checked by JVA

11

IRRIGATION NOTES:

ALL SODDED AREAS, PLANTING BEDS, AND PARKING ISLANDS SHALL HAVE AN IRRIGATION SYSTEM. THE SYSTEM SHALL BE DESIGNED BY THE CONTRACTOR CHOSN TO DO SO. THE CONTRACTOR SHALL PROVIDE A DEMONSTRATION OF THE SYSTEM TO THE OWNER. THE IRRIGATION SYSTEM WILL BE DESIGNED BY THE CONTRACTOR CHOSN TO DO SO. THE CONTRACTOR SHALL PROVIDE A DEMONSTRATION OF THE SYSTEM TO THE OWNER. THE IRRIGATION SYSTEM WILL BE DESIGNED BY THE CONTRACTOR CHOSN TO DO SO. THE CONTRACTOR SHALL PROVIDE A DEMONSTRATION OF THE SYSTEM TO THE OWNER.

GENERAL NOTES:

SHOULD A PLANT BE UNAVAILABLE AT THE TIME OF INSTALLATION, ALL SUBSTITUTIONS ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT AND THE CITY. ANY EXISTING VEGETATION TO BE REMOVED FROM THE SITE SHALL BE DISPOSED OF IN A MANNER THAT IS APPLICABLE WITH LOCAL CITY AND STATE REQUIREMENTS. COORDINATE WITH ENGINEERS GRADING AND UTILITY PLANS FOR EXACT LOCATIONS OF BERMS, FENCE, RETAINING WALLS, AND PIPE LOCATIONS.

CITY REQUIREMENTS

FOR 218,192SF PERVIOUS SURFACE:  
1. UNDERSTORY TREE PER 3,000SF = 73 TREES, SHOWN 79  
1. EVERGREEN TREE PER 3,000SF = 145 TREES, SHOWN 145  
1. SHRUB PER 250SF = 873 SHRUBS, SHOWN 894

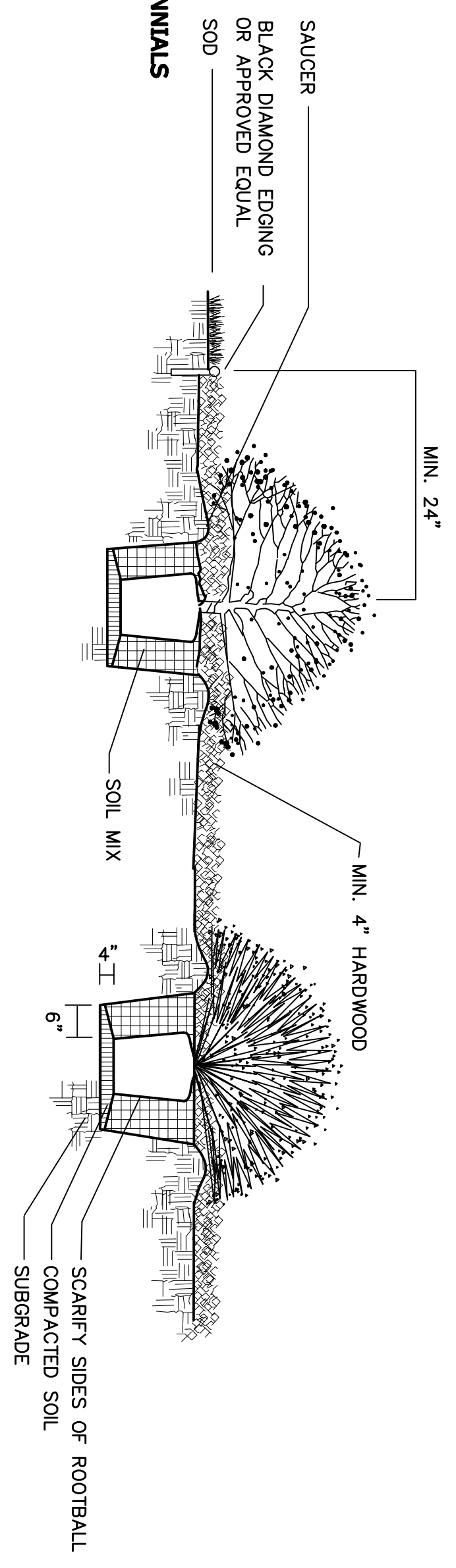
STREET TREE REQUIREMENT:  
1. TREE EVERY 25.0' OF STREET ALONG COON RAPIDS BLVD, SHOWN 310  
1. TREE EVERY 25.0' OF STREET ALONG BLACK FOOT STREET AND 19TH AVE. NW, SHOWN 34  
1. TREE EVERY 25.0' OF STREET ALONG COON RAPIDS BLVD, SHOWN 21

200SF AT BASE OF SIGN LANSCAPED WITH SHRUBS AND PERENNIALS

PROPOSED 5' WIDE SIDEWALK LOCATED WITHIN R.O.W. 1' FOOT FROM PROPERTY LINE.

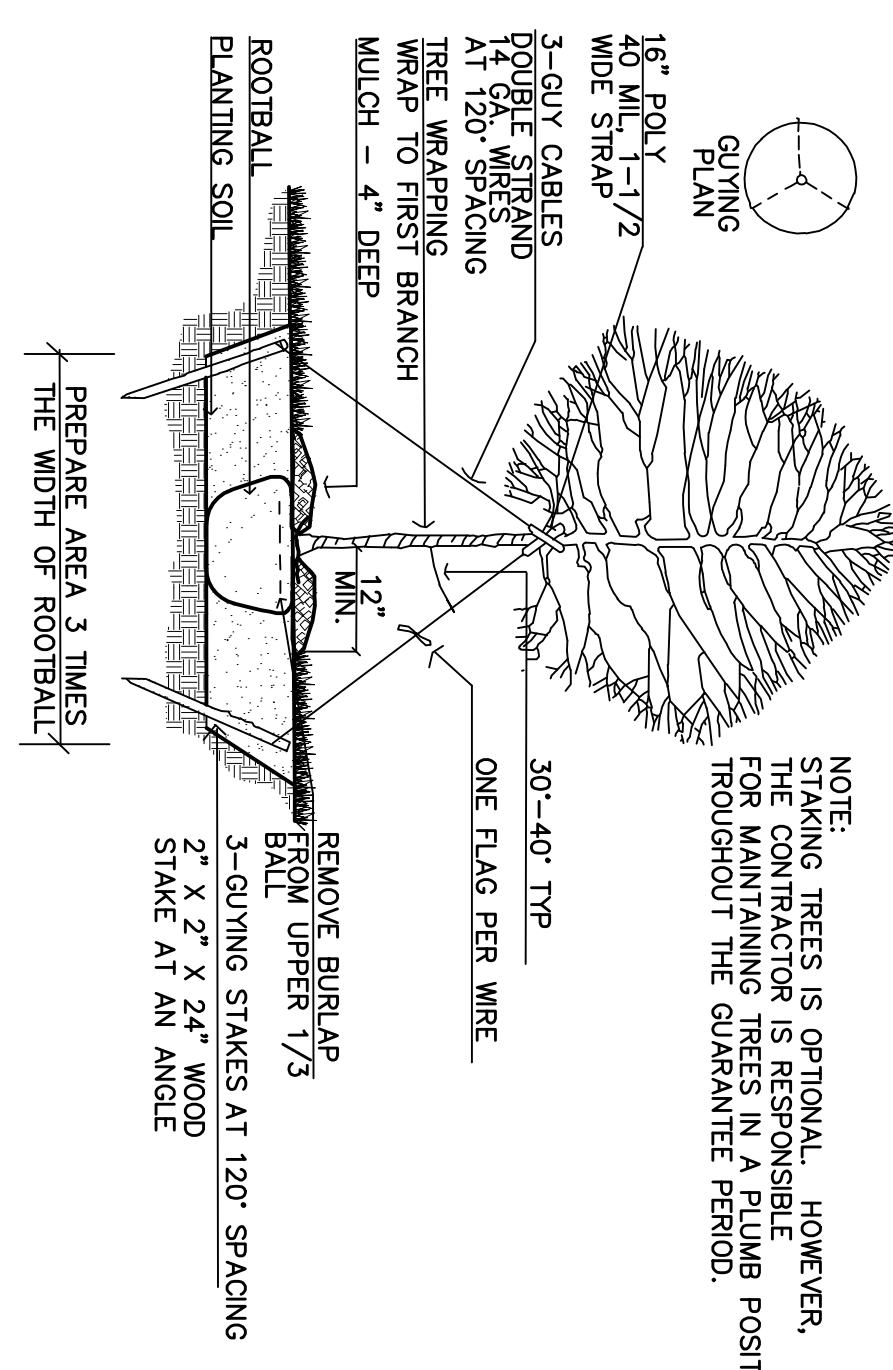
200SF AT BASE OF SIGN LANSCAPED WITH SHRUBS AND PERENNIALS

AREA CALCULATIONS:  
LOT SITE = 488,566sf  
BUILDING AREA = 42,020sf  
IMPERVIOUS ASPHALT SURFACE AREA = 215,932sf  
PERVIOUS SURFACE = 228,614sf  
PARKING LOT ISLANDS = 10,432sf (4.6% OF IMPERVIOUS SURFACE)



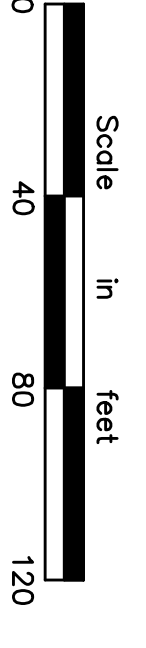
SHRUB INSTALLATION

NOTE: STAKING TREES IS OPTIONAL. HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR THE PROPER POSITIONING OF TREES THROUGHOUT THE GUARENTEE PERIOD.



TREE INSTALLATION

TECHNICAL TREE BALLED AND BURLAPPED





**POPE ARCHITECTS,**  
1295 BANDANA BLVD N, SUITE  
ST. PAUL, MN 55108  
(651) 642-9200 | FAX (651) 642-  
www.popearch

MERCY MO



**MERCY  
HOSPITAL**  
*Allina Hospitals & Clinics*



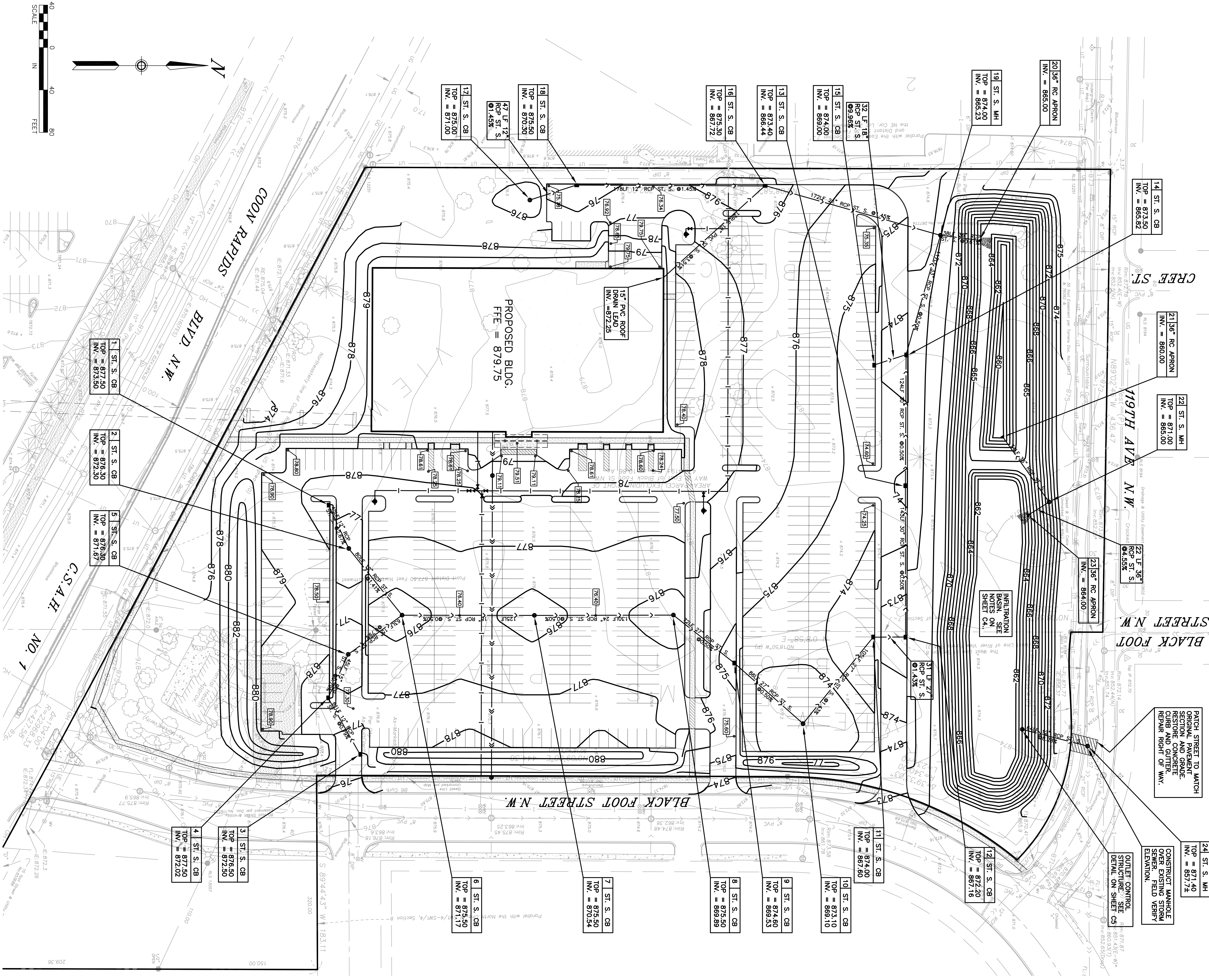
**KRAUS-ANDERS**  
CONSTRUCTION COMPANY  
MINNEAPOLIS DIVISION

# GRADING AND DRAINAGE PLAN

Commission No. **26172-12**

checked by

## HEET

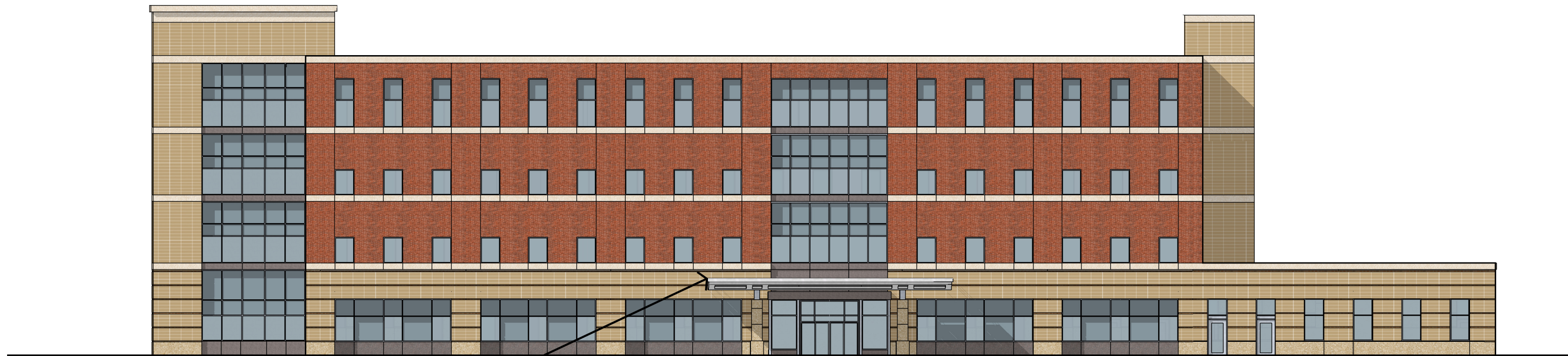


**811**  
Know what's below.  
Call before you dig.

The substance usage information shown on this plan is up to Quality level D. This quality level was determined according to the guidelines of O/SCE 38-02, entitled "Standard Guidelines for the Collection and Deposition of Existing Substance Usage Data."

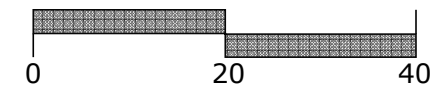
SEE ADDITIONAL NOTES AND DETAILS ON SHEETS C2, C3, C4, C5, AND C6.





## EAST ELEVATION

Scale: 1" = 20' - 0"



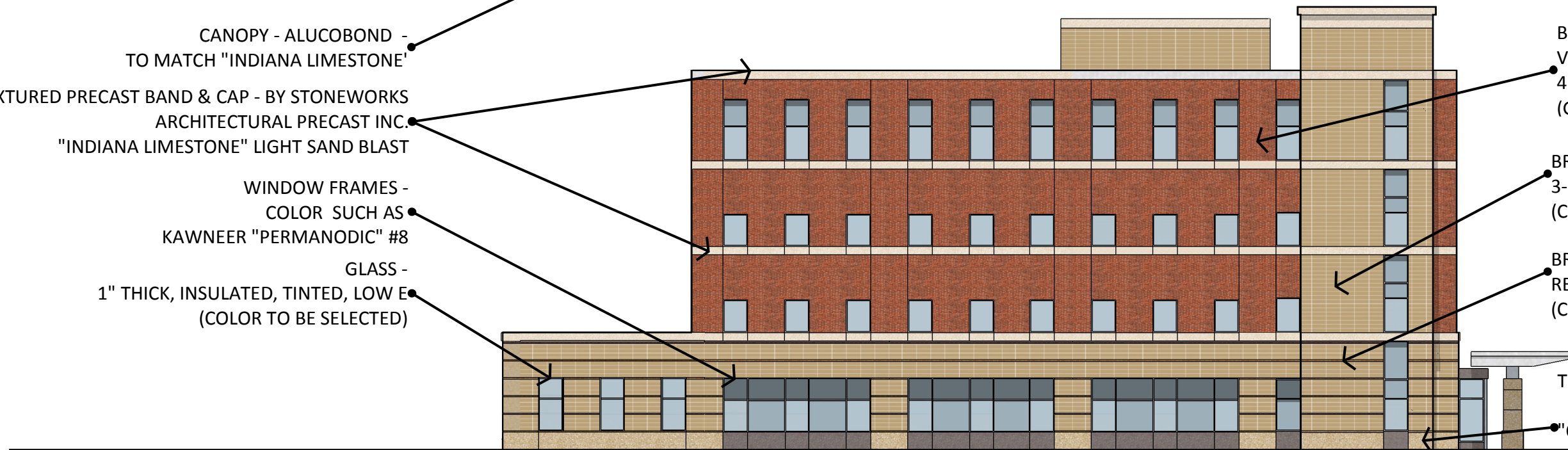
- CANOPY - ALUCOBOND -  
TO MATCH "INDIANA LIMESTONE"
- TEXTURED PRECAST BAND & CAP - BY STONEWORKS  
ARCHITECTURAL PRECAST INC.  
"INDIANA LIMESTONE" LIGHT SAND BLAST
- WINDOW FRAMES -  
COLOR SUCH AS  
KAWNEER "PERMANODIC" #8
- GLASS -  
1" THICK, INSULATED, TINTED, LOW E  
(COLOR TO BE SELECTED)

BRICK ENDICOTT "MEDIUM IRONSPOT #77  
VELOUR ECONOMY NORMAN  
4" X 4" X 16"  
(GROUT TO BE SELECTED)

BRICK BELDEN - DOUBLE MONARCH  
3-5/8" x 7-5/8" x 15-5/8"  
(COLOR TO BE SELECTED)

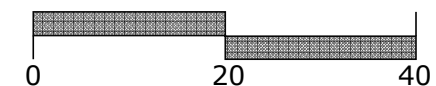
BRICK - 2-1/8" HEIGHT  
RECESSED 3/8"  
(COLOR TO BE SELECTED)

TEXTURED PRECAST BASE - BY STONEWORKS  
ARCHITECTURAL PRECAST INC.  
"OLD KASOTA" LIGHT SAND BLAST



## SOUTH ELEVATION

Scale: 1" = 20' - 0"



**POPE**  
ARCHITECTS

# MERCY MOB CORE & SHELL

COON RAPIDS, MINNESOTA

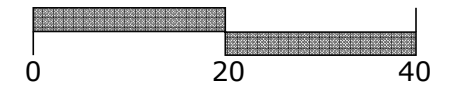
5-30-12 COMM# 26172-12007





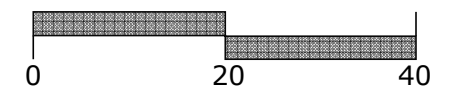
## WEST ELEVATION

Scale: 1" = 20' - 0"



## NORTH ELEVATION

Scale: 1" = 20' - 0"



TEXTURED PRECAST BAND & CAP - BY STONEWORKS  
ARCHITECTURAL PRECAST INC.  
"INDIANA LIMESTONE" LIGHT SAND BLAST

WINDOW FRAMES -  
COLOR SUCH AS  
KAWNEER "PERMANODIC" #8

GLASS -  
1" THICK, INSULATED, TINTED, LOW E  
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3-5/8" x 7-5/8" x 15-5/8"  
(COLOR TO BE SELECTED)

BRICK - 2-1/8" HEIGHT  
RECESSED 3/8"  
(COLOR TO BE SELECTED)

TEXTURED PRECAST BASE - BY STONEWORKS  
ARCHITECTURAL PRECAST INC.  
"OLD KASOTA" LIGHT SAND BLAST

**POPE**  
ARCHITECTS

# MERCY MOB CORE & SHELL

COON RAPIDS, MINNESOTA

5-30-12 COMM# 26172-12007



**MERCY**  
**HOSPITAL**

*Allina Hospitals & Clinics*





**SOUTHEAST CORNER VIEW**

**POPE**  
ARCHITECTS

## **MERCY MOB CORE & SHELL**

COON RAPIDS, MINNESOTA

5-30-12 COMM# 26172-12007



**MERCY  
HOSPITAL**

*Allina Hospitals & Clinics*



## **Planning Commission Regular**

**Meeting Date:** 07/19/2012

**Subject:** PC 12-13 Mercy Hospital Site Plan Office Building

**From:** Scott Harlicker, Planner

---

### **INTRODUCTION**

The applicant is requesting site plan approval for a 123,000 square foot office building. The property is located at the northwest corner of Blackfoot Street and Coon Rapids Boulevard.

### **ACTIONS**

Conduct of public hearing

Recommendation by Planning Commission

Decision City Council on: August 8, 2012

### **60 DAY RULE**

The applicant submitted this application on: June 11, 2012

To comply with the requirements of Minnesota Statute §15.99, the City must approve or deny the application by: August 10, 2012

### **LOCATION**

The property is located at the northwest corner of Blackfoot Street and Coon Rapids Boulevard. The site is also bounded by 111th Avenue on the north.

	Existing Use	Comprehensive Plan	Zoning
<b>Subject Property</b>	vacant and a single family house	Commercial Mixed Use	PORT
<b>North</b>	111th Avenue, single family and twin homes	Low Density Residential	Low Density Residential 2
<b>South</b>	Coon Rapids Boulevard and Mercy Hospital	Commercial Mixed Use	PORT
<b>East</b>	Blackfoot Street, townhomes, vacant and single family home	Residential Mixed Use and Commercial Mixed Use	Moderate Density Residential and PORT
<b>West</b>	Newspaper Publishing	Commercial Mixed Use	PORT

### **DISCUSSION**

## Project Description

The applicant is proposing to construct an office building on three lots with a combined area of 11.17 acres; two of the lots are vacant and one contains a single family house. The project includes a 123,000 square foot, four story office building with 552 parking spaces.

<b>Dimensional Requirements</b> <u>PORT Wellness</u>	<b>Proposed</b>
<b>Site Area</b> – N/A	11.17 acres
<b>Lot Coverage</b> - 80% Impervious surface maximum	Impervious surface coverage is 46%
<b>Floor to Area Ratio</b> – .6	.25
<b>Parking</b> – 571 spaces required, 1 space/215 square feet (4.65 spaces per 1,000sf)	552 total spaces, 1 space/222 square feet (4.5 spaces per 1,000sf)
<b>Setbacks</b>	<b>Required</b>
Bldg from Coon Rapids Boulevard	50' max
Bldg from Blackfoot Street	50' max
Bldg from west property line	10' min
Parking from Blackfoot Avenue	20' min
Parking from Coon Rapids Blvd.	20' min
Parking from property lines	5' min
	50 feet
	325 feet
	59 feet
	23 feet
	50 feet
	15 feet

The site is located along Coon Rapids Boulevard and is within the River Rapids Overlay District (RRO). The RRO includes development guidelines that govern development within the District. This proposal will be compared for consistency with those design guidelines, as well as site plan criteria found in Section 11-325.

### Site Plan Criteria

<b>Required Finding - Chapter 11-325 - General Requirements for All Site Plans</b>	<b>Staff Analysis and Comments</b>
(1) Be compatible with surrounding land uses	<b>OK</b> - The proposed site plan is compatible with the adjacent land uses.
(2) Preserve existing natural features whenever possible	<b>OK</b> - There is an existing stand of oaks that will be preserved.
(3) Achieve a safe and efficient circulation system	<b>OK</b> – The drive aisles are of sufficient width to allow for safe and efficient traffic circulation.
(4) Not place excessive traffic loads on local streets	<b>OK</b> – Traffic generated by the project will access on to Blackfoot Street and on to Coon Rapids Boulevard at a signalized intersection.
(5) Conform to the City's plans for parks, streets, service drives, and walkways	<b>OK</b> – The applicant will be required to install a sidewalk along Coon Rapids Boulevard and Blackfoot Street.
(6) Conform to the City's Goals and Policies	<b>OK</b> – The proposal is consistent with the Master Plan for Port Wellness and the land use designation of Commercial Mixed Use.
(7) Achieve a maximum of safety, convenience, and amenities	<b>OK</b> – An internal sidewalk system connects the building entrances with the parking lot. Lighting is provided for the parking lot and driveway. The lights will have shields and cut offs so that the light is directed away from adjacent properties. The lighting plan complies with city ordinance.
(8) Show sufficient landscaping	<b>OK</b> – See discussion and table below.

(9) Not create detrimental disturbances to surrounding properties	<b>OK</b> – The project will not create disturbances which will be detrimental to the surrounding properties.
(10) Meet Title 11	<b>OK</b>
(11) Show efforts to conserve energy whenever practical	<b>OK</b>

### ***River Rapids Overlay Development Guidelines***

<b>RRO Standard (Chapter 11-2700)</b>	<b>Proposed</b>
<b>Two-Story Expression, 11-2711(1)</b> Pitched roofs, dormers, gables containing windows	<b>OK</b> – The building is four stories. There are changes in the windows between the ground floor and upper stories to distinguish between them.
<b>Building Massing, 11-2711(2)</b> Staggered components, columns, recessed entry areas, avoid long, even facades	<b>OK</b> – The building height is staggered. The variation is provided by a raised parapet at the southeast corner.
<b>Facades, 11-2711(3)</b> Articulated building facades, 20 to 30 intervals	<b>OK</b> – The different building materials, windows, and recessed corner provide articulation to break up the facades of the building.
<b>Varied Roof Shapes, 11-2711(4)</b> Variety (pitched roofs, dormers, chimneys, parapets, cornices)	<b>OK</b> – The raised parapet provides a break in the roofline.
<b>Focal Features, 11-2711(5)</b> Focal element (canopies, porticoes, overhangs, arches, recesses/projections, peaks/parapets over doors) on each building	<b>OK</b> – The entrance is a focal feature of the building. The canopy over the entrance and the large windows in the upper stories over the entrance help identify it.
<b>Canopies/Awnings/Entry Treatments, 11-2711(6)</b> Entries or focal features facing public streets	<b>OK</b> – The main entrance of the building is set off by a canopy.
<b>Building Materials, 11-2711(7)</b> High-quality materials (brick, natural stone, stucco, textured cast stone, fiber-cement siding; no steel panels, aluminum, vinyl, or fiberglass siding); 30% of facades facing a street must be brick or natural stone.	<b>OK</b> - The exterior of the building includes a variety of materials. Exterior materials include three colors of brick and a fabricated precast limestone base and bands. The building elevations exceed 30% brick or stone.
<b>Windows and Doors, 11-2711(8)</b> Primary street level façade between 3 and 8 feet above grade must be 60% glass	<b>OK</b> - The primary street level facing both streets are 60% glass.
<b>Outdoor Spaces, 11-2711(9)</b> Plazas, seating areas, outdoor furniture	<b>OK</b> – Seating areas will be incorporated near the entrance.
<b>Parking, 11-2711(10)</b> Locate parking to rear or sides of buildings.	<b>OK</b> – Because this is a corner lot and the need to place the building so that it can accommodate a possible skyway to the hospital, parking will be located along one of the streets. The parking in this case is fronts the local street, Blackfoot, and not Coon Rapids Boulevard.

<b>Pedestrian/Bicycle Access and Circulation, 11-2711(11)</b> Complete system from public ROW to buildings; minimum 5' wide sidewalks	<b>OK</b> – Internal sidewalks are provided. Sidewalk connection are also provided to Coon Rapids Boulevard and Blackfoot Street.
<b>Urban Design Furniture/Amenities, 11-2711(12)</b> Compatible furniture/amenities (benches, trash receptacles, pedestrian-scale lighting, bicycle racks)	<b>NO</b> - Benches and a trash receptacle should be provided at the entrance
<b>Landscaping and Screening, 11-2711(13)</b>	<b>OK</b> - See discussion and table
<b>Lighting, 11-2711(14)</b> Accent lighting for building facades; compatible with applicable standards	<b>N/A</b> – No accent lighting is proposed for the buildings

### **Floor to Area Ratio (FAR)**

The code requires a FAR of .6, the applicant is proposing and FAR of .25. Staff is recommending the Commission approve the .25 FAR. A .6 FAR would require a 291,193 square foot building which in turn would require 1,357 parking spaces.

### **Parking and Access**

#### *Parking Flexibility*

The applicant is requesting dimensional flexibility with respect to number of parking stalls. The code requires that there be 1 space per 215 square feet; they are requesting to provide parking at a ratio of 1 space per 222 square feet. The code requires 572 spaces, the applicant is proposing 552 (20 spaces less than required). The reduced number of stalls is based on the tenant mix, the desire for additional green space and reduction in stormwater runoff. The size of the spaces comply with the dimensional requirement.

The applicant is also requesting parking design flexibility. The code requires parking to be located to the rear or sides of the building. Because the lot is a corner lot, no access is allowed from Coon Rapids Boulevard and the need to preserve the opportunity for future expansion, much of the parking is located between the building and Blackfoot Street.

#### *Access*

Access to the site is provided from Blackfoot Street. Three driveways are proposed, two for patients and staff and one for service and deliveries. This layout allows for the separation of service deliveries from patient and staff traffic. To reduce conflicting turning movements, the southerly driveway aligns with Zea Street. The patient and staff driveways are designed to allow patients to be dropped off at the entrance and the drivers to circulate back into the parking area to find a parking space. The drive aisles and curb cuts comply with the dimensional requirements. No access is proposed from Coon Rapids Boulevard.



### ***Landscape Table***

<b>Location</b>	<b>Standard</b>	<b>Requirement</b>	<b>Proposed</b>
<b>Street Frontage</b>			
Over-story	1/25' of street frontage Coon Rapids Blvd	20	21
	1/40' of street frontage Blackfoot Street and 119th Ave	34	34
Shrubs	1/5' of street frontage	308	310
<b>Open Areas</b>			
Over-story	1/3000 sf of open area	73	79
Evergreen	1/3000 sf of open area	73	88
Ornamental	1/1500 sf of open area	145	145
Shrubs	1/250 sf of open area	873	894

The proposed landscaping complies or exceeds the landscaping requirements. The existing stand of oaks at the intersection of Coon Rapids Boulevard and Blackfoot Street will be preserved. Overstory trees are provided on the parking lot islands and medians.

### ***Open Space***

There are 228,614 square feet. (5.25 acres) of open space, 46% of the total site. Code requires 97,000 square feet .

### ***Signage***

Three monument style signs are proposed; the code allow one. The design and installation of the sign is subject to a separate sign permit.

### **RECOMMENDATION**

In Planning Case 12-12, recommend approval of the site plan with the following conditions:

1. Compliance with Title 11, Land Development Regulations.
2. A sitting area that includes benches and trash receptacles be provided at the entrance.

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### **Attachments**

narrative

Site Plan

Landscape Plan

Grading Plan

South and East Elevations

North and West Elevations

Southeast Corner

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3. PLANNING CASE 12-13 – MERCY HOSPITAL SITE PLAN OFFICE  
BUILDING – PUBLIC HEARING

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Commissioner Stephenson stated he would be recusing himself from this item as his law firm represented Allina.

It was noted the applicant is requesting site plan approval for a 123,000 square foot office building. The property is located at the northwest corner of Blackfoot Street and Coon Rapids Boulevard. He noted the applicant has future plans of connecting the site to the hospital via a walkway. Access and traffic flow through the site was discussed. Staff noted the applicant was requesting design flexibility regarding the parking standards. The grading plan and building elevations were reviewed in detail with the Commission and staff recommends approval.

David Moga, 246 Edgewood, presented the Commission with a site history explaining the position of the proposed building in further detail. He noted the building was rotated to assist with consolidating the public façade of the building, while screening was added along Coon Rapids Boulevard. This location also allowed for the parking lot to be broken up.

Mr. Moga noted there was potential for a skyway over or under Coon Rapids Boulevard in the future. He then discussed the materials board with the Commission noting masonry products would be used and met the City's design requirements. The proposed clinic use was described in further detail. Given the orientation of the building, a small healing garden may be planted in the future for oncology patients.

Commissioner Lattimore commended Mercy on the building design. He questioned how snow would be handled on this site and how many additional parking spaces would be lost for storage. Mr. Moga stated snow would be pushed to the north portion of the property near the stormwater pond.

Chairman Naeve opened the public hearing at 7:25 p.m.

Jeannine Schlottman, 5720 Washington Street NE, a representative of North Suburban Eye Specialists expressed concern with the traffic volume increases on Blackfoot Street. She requested the parking requirements be held as additional family members would be present during oncology and clinical procedures. She also had concern with the proposed skyway and how this would impact traffic along Coon Rapids Boulevard.

Mr. Moga stated the proposed skyway was under discussion at this time and he did not feel there would be any impact on traffic. He explained that the issue had been discussed with Anoka County and the skyway would have to clear the span of Coon Rapids Boulevard. This would assure there were no blocked sight lines along Coon Rapids

Boulevard. Mr. Moga indicated a right-in, right-out on Coon Rapids Boulevard was proposed for service traffic. However, the site traffic would be controlled through the signal at Coon Rapids Boulevard and Blackfoot Street.

Scott Rouse, 11910 Blackfoot Street, requested additional information on the retention pond. City Planner Harlicker reviewed the grading and landscaping plan with the Commission in further detail stating water from the site would drain into the pond. It was noted the pond would be landscaped along 119<sup>th</sup> Avenue and would not be fenced. Mr. Moga reviewed the design of the pond further stating a berm and plantings were proposed. He noted the pond itself would have a slight grade and would be planted with wild grasses and native flowers. He noted much of the site had sand and drained quickly.

Chairman Naeve requested further information on the holding pond. City Engineer Vierzba indicated every pond now has to have infiltration, which means the base must remain sandy. After a rainfall, the pond would fill slightly with excess overflowing into an outlet pipe to the City storm system. He explained the greatest depth of water within the pond would be four feet. The pond was designed to dry in dryer weather.

William Stevenson, 11911 Blackfoot Street, expressed concern with the construction timeframe along with the noise level that would be generated from the new building. City Planner Harlicker commented the level of the noise generated from the building would have to comply with the City's noise ordinance. Mr. Moga anticipated the hospital would break ground in September or October of 2012 with the building completed in November of 2013. He noted that all heating and cooling equipment would be located on the roof of the building. City Engineer Vierzba indicated Blackfoot Street would be reconstructed in 2013 after all of the heavy equipment was done on the site.

Chairman Naeve closed the public hearing at 7:39 p.m.

Planner Harlicker indicated the applicant would be installing sidewalk along Coon Rapids Boulevard and Blackfoot Street.

Commissioner Geisler commented the proposed sidewalk was five feet in width.

Chairman Naeve requested further information regarding the flexibility issues being sought for this site plan. City Planner Harlicker discussed the floor to area ratio in addition to the parking requirements for the site. He noted this site had a .25 floor to area ratio instead of the required .6. He explained the parking requirements could be met with an additional 20 parking spaces, however additional green space would be lost.

Commissioner Geisler stated the applicant was proposing a beautiful building. She commented the typical floor to area ratio requirements may not suit the size of this site. In addition, she was not concerned with the site being only 20 spaces short in order to the parking requirements. For this reason, she supported the flexibility recommended within

the site plan. She was pleased with the alignment of the building on the site and the views that would be offered for traffic along Coon Rapids Boulevard.

Commissioner Schwartz was also in favor of the building design. He indicated this would be a nice addition to the Coon Rapids Boulevard corridor. He had no concerns with the floor to area ratio or the parking requirements. He questioned if the three proposed monument signs were necessary. Mr. Moga stated a monument sign would face Coon Rapids Boulevard and Blackfoot Street. Another sign would be located near the building for the clinic tenants while another would assist with directing traffic.

Commissioner Schwartz was in favor of having the tenant signage within the building. Mr. Moga stated the campus may need assistance with defining the tenants within the clinic building. Community Development Director Nevinski stated the City would work with the applicant to assure that the City's sign code was followed.

Commissioner Stevens asked where the trash receptacles would be located outside the building. Mr. Moga reviewed proposed location would be at the drop-off entry.

Commissioner Schwartz inquired if a bike rack would be located at the entrance. Mr. Moga commented this had not been discussed but could be added.

Chairman Naeve questioned the spacing of the overstory trees along the boulevard. Mr. Moga noted the trees were spaced according to the City's landscaping code.

Chairman Naeve suggested additional evergreens be planted on the site to provide year round coverage on the west side of the building. She was pleased with the berms and landscaping around the parking lot. She requested the Commission state in the motion for approval the items being granted flexibility for this site plan.

**MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER GEISLER, TO APPROVE PLANNING CASE 12-13, APPROVAL OF THE MERCY HOSPITAL SITE PLAN FOR AN OFFICE BUILDING WITH THE FOLLOWING CONDITIONS:**

1. COMPLIANCE WITH TITLE 11, LAND DEVELOPMENT REGULATIONS.
2. A SITTING AREA THAT INCLUDES BENCHES AND TRASH RECEPTACLES BE PROVIDED AT THE ENTRANCE.
3. THE CITY IS OFFERING FLEXIBILITY TO THE PARKING REQUIREMENTS, THE FLOOR TO AREA RATIO, AND ALLOWING THE MAIN ENTRY TO THE BUILDING ON BLACKFOOT STREET.
4. A BIKE RACK SHALL BE ADDED AT THE ENTRANCE OF THE BUILDING.

5. EXTRA EVERGREEN SCREENING ON THE WEST SIDE OF THE BUILDING WILL BE REQUIRED IF THE VAULTS ARE NOT CONSTRUCTED.

THE MOTION PASSED (STEPHENSON ABSTAINED).

This is a recommendation to the City Council that will be considered at the August 8, 2012 City Council meeting.



**City Council Regular**

**12.**

**Meeting Date:** 08/08/2012

**Subject:** Compensation for Acting City Manager

**From:** Matt Stemwedel, Assistant City  
Manager

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**INTRODUCTION**

At the July 23rd Special Meeting, the City Council appointed Steve Gatlin, Public Services Director, as Acting City Manager. The attached resolution memorializes that appointment and provides additional compensation for the duties Mr. Gatlin will perform as Acting City Manager.

**DISCUSSION**

The City Council accepted the resignation of the City Manager on July 23, 2012 and appointed Steve Gatlin as Acting City Manager at that time. Mr. Gatlin has agreed to serve as Acting City Manager until a new City Manager can be hired. The City has begun the process to hire a City Manager, but it is anticipated that this process will take four to six months to complete. Therefore, it is appropriate to provide Mr. Gatlin with additional compensation as he will assume many of the duties of the City Manager for a significant period of time. The additional compensation provided by the attached resolution will cease on the new City Manager's first day of employment.

**ALIGNMENT WITH STRATEGIC VISION**

This item relates to the all of the sections of the 2030 Strategic Vision.

**RECOMMENDATION**

It is recommended that Council adopt Resolution 12-88.

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**Fiscal Impact**

**BUDGET IMPACT:**

Mr. Gatlin will be compensated an additional \$1,500 per month until a new City Manager is hired. The additional compensation will be effective July 23rd, 2012, the day he was appointed Acting City Manager.

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**Attachments**

Resolution 12-88

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**RESOLUTION NO. 12-88**

**RESOLUTION APPOINTING AN ACTING CITY MANAGER**

**WHEREAS**, the City Manager for the City of Coon Rapids tendered his resignation effective July 23, 2012; and

**WHEREAS**, following said resignation it became necessary for the City Council to appoint an Acting City Manager until such time as a new City Manager is hired.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for Coon Rapids, Minnesota, that Steve Gatlin be appointed as Acting City Manager effective as of July 23, 2012, to serve at the direction of the City Council or until the appointment of a City Manager. Steve Gatlin shall have all of the powers and duties delegated to the City Manager pursuant to the City Charter and the City Code, and shall continue to perform all services in his current position of Public Services Director during this time.

**BE IT FURTHER RESOLVED** that while serving as Acting City Manager, Steve Gatlin shall be compensated, in addition to the salary for his present position, the amount of \$1,500 per month and, that Steve Gatlin's current vehicle allowance be converted from a separate benefit to be included in his base salary.

Adopted by the Coon Rapids City Council this 8<sup>th</sup> day of August, 2012.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**13.**

**Meeting Date:** 08/08/2012

**Subject:** Response to Graffiti Concerns

**Submitted For:** Brad Wise, Police Chief

**From:** Brad Wise, Police Chief

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**INTRODUCTION**

Council expressed a concern over recent repeated incidents of graffiti vandalism on the west side of Coon Rapids and was interested in an update on what the police department was doing to combat the problem.

**DISCUSSION**

Graffiti is serious and must be addressed immediately as once started, it tends to grow rapidly. The department's gang expert has been able to determine the tagging along the west side of town has no known gang affiliation. From an investigative standpoint this is both good and bad news. Good in that it is not indicative of gang activity, bad in that the tags themselves do not tend to reveal the identity of an individual or a group. This type of vandalism is notoriously difficult to stop because it is usually committed under the cover of darkness and takes only moments to commit.

Extra patrols have been and will continue to be in the area while the case is under investigation. Our assigned detective has been working directly with staff of the affected property owners to ensure timely cleanup. We encourage citizens call 911 to report suspicious activity and fresh vandalism. By making a 911 call, an officer has the opportunity to interview the reporting party as to what they may have seen and also has the opportunity to potentially gather evidence that may have been left behind. Officers also photograph the markings prior to any repair so that once a suspect is identified all of the damage can be linked.

**ALIGNMENT WITH STRATEGIC VISION**

This item relates to the **Public Safety** section of the 2030 Strategic Vision by promptly responding to graffiti vandalism as a crime prevention/quality of life measure.

**RECOMMENDATION**

This is for Council information only. No action is required.

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**Fiscal Impact**

**BUDGET IMPACT:**

none

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